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THE OPIUM MANUAL.

PART II.

DISTRICT PROCEDURE

For the guidance of the Officers of the Benares Opium Agency.

PUBLISHED UNDER THE AUTHORITY OF THE BOARD OF REVENUE, L. P.

CALCUTTA:

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PREFACE.

OPIUM.

HON'BLE SIR H. L. HARRISON, KT.

IT having been decided to issue a revised edition of the Opium Manual in four separate parts, the present volume (Part II), which is intended for the use of officers in the Benares Agency only, contains the rules and forms relating to district procedure.

2. This volume is interleaved with blank pages to allow of the insertion of additions and alterations hereafter, if necessary. Errors and omissions should be brought to the notice of the Board.

3. This volume may be cited briefly as "The Opium Manual, 1891 (Benares), Part II"

BOARD OF REVENUE, L.P.,
The 24th October 1891.

T. INGLIS,
Offg. Secretary.

THE OPIUM MANUAL.

PART II.

(BENARES AGENCY.)

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CHAPTER I.

ADMINISTRATIVE STAFF.

1. The administrative head of the Opium Department is the Board of Revenue for the Lower Provinces of Bengal, at Calcutta.

2. The local administrators are the Opium Agents of Behar and Benares.

The jurisdiction of the Benares Agent extends over the opium-producing districts under the Lieutenant-Governorship of the North-Western Provinces and the Chief Commissionership of Oudh, with head-quarters at Ghazipur.

3. The Opium Agent is responsible to the Board of Revenue for every detail of the operations connected with his charge.

4. Under the provisions of Act XIII of 1857, Collectors of opium-producing districts are *ex-officio* Deputy Opium Agents, their duties and powers being regulated by the Board of Revenue with the sanction of Government. In practice, however, Deputy Opium Agents take no part in the administration of the department

5. The working administrative staff under the Opium Agent, who form the gazetted list of the department, are—

(*i*) Factory Superintendent and Opium Examiner;
(*ii*) Sub-Deputy Opium Agents;
(*iii*) Assistant Sub-Deputy Opium Agents.

6. The Factory Superintendent is the officer in charge of the factory, and responsible to the Agent for everything connected with such charge.

The Factory Superintendent is also *ex-officio* opium examiner for purposes of Act XIII of 1857.

7. A Sub-Deputy Opium Agent is the officer in charge of an opium division, and is responsible to the Agent for the entire management of his charge. Sub-Deputy Agents are transferred from one division to another, or from the Behar to the Benares Agency and *vice versâ*, only with the sanction and approval of the Board of Revenue, and such transfers are gazetted under the orders of the Bengal Government.

8 An Assistant Sub-Deputy Opium Agent on first appointment should be placed by the Opium Agent at the head-quarters of a division, in order that he may have proper opportunities for qualifying himself to conduct independently the duties of an opium officer. After such

a probationary period of at least two years under the immediate eye of a Sub-Deputy Opium Agent, during which period he will undergo a practical course of examining opium at the factory, and will be expected to be able to read with facility the vernacular in which the various accounts of the cultivators are kept, the Agent may at his discretion appoint him to the charge of a sub-division if he is satisfied of his fitness to hold such charge.

9. An Assistant Sub-Deputy Opium Agent, whether at head-quarters or in semi-independent charge of a sub-division, is directly under the orders and control of the Sub-Deputy Agent of the division, from whom he will receive all orders.

Whenever any Sub-Deputy Agent may consider for special reasons that it is desirable, in the interests of the public service, to control or limit the powers of the Assistant, he is authorized to do so, and he will report at once such action for the Agent's information and sanction.

10. The Opium Agent has power without reference to the Board of Revenue to transfer Assistant Sub-Deputy Opium Agents from one division to another within the limits of his Agency. Such transfers are not gazetted, but are reported to the Accountant-General, Bengal, in a monthly statement of transfers of Assistant Sub-Deputy Opium Agents (Opium Form No. 1).

Transfers of Assistant Sub-Deputy Agents from one Agency to another are made only with the approval and sanction of the Board of Revenue.

11. The duties of the district staff are comprised under the seven following main heads:—

A.—General duties.
B.—Settlements
C.—Tour (including supervision and measurement of crop).
D.—Weighment of opium.
E.—Adjustment of cultivators' accounts.
F.—Supply of leaves and trash.
G.—Audit of cultivators' accounts.

CHAPTER II.

GENERAL DUTIES.

12. The general duties of the district staff come under the nine following heads, each one of which is dealt with in detail:—

(*i*) Charge.
(*ii*) Resource.
(*iii*) Payments.
(*iv*) Office duties and inspection of offices.
(*v*) Subordinate establishment and their duties.
(*vi*) Securities of subordinates.
(*vii*) Opium suits and the prevention of illicit dealings.
(*viii*) Wells.
(*ix*) Relation of opium officers to district authorities.

SECTION I.

Charge.

13. When a Sub-Deputy Opium Agent assumes charge of his office, he will be guided by the rules laid down for "Transfer of Office" in Civil Account Code,* volume I, chapter III, paragraphs 8 and 9.

14. The treasure in hand forms the first item of charge. The officers making over and receiving charge respectively will, in the presence of the serishtadar or gomashta, as the case may be, who is in joint custody of the treasure, have the total amount of the cash balance carefully counted and laid out. The officers and the serishtadar or gomashta will each personally verify the amount and compare it with the cash balance exhibited in the English and vernacular cash-books. Finding it correct, the relieving and relieved officers will enter in English with their own hands in the English and vernacular cash-books the amounts received and delivered over respectively both in figures and words, and will each sign the books.

15. The treasure will then be placed in the treasure chest under double locks, the relieving officer keeping the keys of one lock and the serishtadar or gomashta the keys of the other lock.

16. The relieving and relieved officers will then sign the English charge sheets (A. G. B. Form No. 148 new) in duplicate, entering in it all requisite details as required by the form. One copy of this charge sheet will be forwarded to the Opium Agent, and the other direct to the Accountant-General of Bengal, Calcutta, as laid down in the rules of the Civil Account Code referred to above.

17. In addition to submitting the above charge sheet both the relieving and relieved officers will, in token of having duly delivered

* The Civil Account Code referred to in this Manual is the fourth edition of the publication.

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over and received the articles enumerated in the various lists, sign the registers of Opium Stock, Dead Stock, Stationery, Forms, &c., which are kept up in every office.

18. The above rules apply equally to an Assistant Sub-Deputy Opium Agent taking over charge of a sub-division, except that, in addition to the instructions laid down in Rule 16, he will submit a third copy of the charge sheet to the Sub-Deputy Opium Agent of his division.

SECTION II.

Resource.

19. The accounts of the Opium Department are subject to the audit of the Accountant-General of Bengal.

20. The budgets for the financial year will be prepared by the Sub-Deputy Opium Agents of the several divisions in prescribed form (Opium Form No. 2), and in accordance with the instructions laid down in Civil Account Code, volume 1, Chapter 9, and these will be submitted to the Opium Agent not later than the 15th ~~July~~ of the preceding year.

21. On receipt of these budget statements from the Sub-Deputy Opium Agents, and not later than the ~~20th August~~, the Opium Agent will submit the budget for his Agency to the Board of Revenue in forms supplied by the Accountant-General of Bengal, this budget being also prepared under the rules in the Civil Account Code referred to above.

22. With his first list of payments in each month, every Sub-Deputy Agent will submit to the Opium Agent (Opium Form No. 3) an application for funds required in the following month, and also the estimated requirement of the two ensuing months. This form of application is so arranged as to give the exact financial position of each Division on the date of the submission of the application.

23. Not later than the 20th of each month a general application for funds (Opium Form No. 4), based on the applications of the Sub-Deputy Agents, and showing the funds required during the following month and the estimated requirements for the two ensuing months, will be prepared in the office of the Opium Agent, Benares, and will be submitted to the Accountant-General of the North-Western Provinces.

On the reverse of this application the total amount likely to be drawn from each treasury against the undrawn balance of previous letters of credit and against letters of credit applied for for the month should be shown in detail.

24. Whenever any considerable change is anticipated in the fund requirement of a division owing to unexpected increase or falling off of outturn or other causes, after the submission of the application for letters of credit, or after such letters of credit have been obtained, immediate intimation should be given to the Opium Agent by the district officers with full details. The Agent, if satisfied of the change in requirement, will at once inform the Accountant-General, and, if necessary, such intimation should be communicated by telegram.

25. In accordance with the above application, letters of credit are received by the Opium Agent from the Accountant-General, North-Western Provinces, on the several Treasuries, and intimation of the same is then given by the Agent to the several Sub-Deputy Opium Agents.

26. In order that the treasury officers concerned should receive timely intimation of the sums likely to be drawn by the Opium Department, each Sub-Deputy Opium Agent will furnish the officer in charge of each Revenue Treasury in his division, not later than the 20th of the current month, with a statement (Opium Form No. 5) showing the amounts likely to be drawn from the treasuries, week by week, during the following month, and the probable requirements in lump sums of the two ensuing months. If a supplementary credit is obtained, or it is found necessary in any way to change the estimate of requirements, after this statement has been forwarded to the treasury officer, intimation should be given to him with full particulars.

27. Advances from treasuries against letters of credit will be drawn, according to actual requirements, by cheque (Opium Form No. 6), a letter of advice of the drawing of each cheque being forwarded separately to the treasury officer (Opium Form No. 7). Assistants in independent charge will obtain their funds from the treasuries by cheques granted in their favour by the Sub-Deputy Agents, who will issue such cheques on the written application of the assistants. On receipt of such advance it will at once be credited in the cash-book which should be kept up in A. G. B. Form No The cash-book, will be written up and signed daily by the officer in charge, who will compare it with the rokar or vernacular cash-book, and sign the latter also, entering in it in English an abstract of the day's cash account.

28. The Sub-Deputy Opium Agent, or assistant in charge of a sub-division, will be held responsible for all amounts placed at his disposal, regarding the accuracy of which he will satisfy himself by weighing or counting. The amounts will be kept under double locks, one lock being under the charge of the senior subordinate. In all matters of procedure regarding the charge of his treasury and the keeping up of his accounts, an opium officer will be guided by the rules in Civil Account Code, volume 1, Chapter 17.

29. Every Sub-Deputy Opium Agent will post to the Opium Agent not later than the 12th of each month his first list of payments, which will include all charges incurred in his division from the 1st to the 10th of the month. And he will post not later than the 2nd of each month his second list of payments, which will include all charges incurred from the 11th to the end of the preceding month. With his second list of payments he will also submit his cash account showing all receipts in his division credited during the entire month, and the cash balance in hand on the last day of the month, as laid down in Civil Account Code, volume 1, Chapter 17, rule 25.

30. On the closing day of each month the balance will be verified by the Sub-Deputy Agent, as laid down in rule 29, Chapter 17 of the Civil Account Code. He will also submit to the Accountant-General, Bengal, a cash balance report in A. G. B. Form No. 39 (new), and a letter reporting the expenditure incurred during the month. Copies of these returns will be sent to the Opium Agent by the same post.

31. The above rules apply equally to an Assistant Sub-Deputy Agent in charge of a sub-division, excepting that his returns will be submitted not to the Opium Agent and the Accountant-General, but to the Sub-Deputy Agent of his division for incorporation in the accounts of the division. Accordingly the dates fixed for the submission of the several sub-divisional returns will be so arranged by the Sub-Deputy Agent as in no way to delay the punctual submission of that officer's own returns to the Opium Agent and the Accountant-General.

32. The accounts received from the several divisions and also from the Sadr Treasury will be checked in the Opium Agent's office, where a general account will be compiled for the whole Agency, and will be submitted with complete schedules, vouchers, &c., to the Accountant-General of Bengal. The first list of payments for the month will be submitted by the Opium Agent on the 19th of the same month, and the second list and cash account, &c., will be submitted on the 11th of the following month.

33. In the case of payments in a sub-division an Assistant in charge will submit daily in vernacular to the Sub-Deputy Agent of the division in addition to his lists of payments an abstract of each day's cash account showing —

(*i*) the previous day's balance;
(*ii*) the day's receipts;
(*iii*) the total receipts;
(*iv*) the day's expenditure;
(*v*) the balance remaining in the treasury;

and at the close of settlements, weighments, and adjustment of accounts, the assistant will submit his proposals for the disposal of any large balance that may be remaining in the treasure chest.

SECTION III.

Payments.

34. When money is required by a district officer from his treasury, it will be drawn either in a cash requisition or warrant form [Opium Forms Nos. 8, 8 (*a*) and 9], a warrant form being used when money is required only for charges other than payments to cultivators, a cash requisition being used when any payments to cultivators are included in the day's transactions.

35. The cash requisition will in the first instance be drawn up by the gomashta in vernacular from the various vernacular departmental books. It will be translated into English in a corresponding form, when it will be checked by the district officer with the payment register (Opium Form No. 39), which has been previously written up and checked by him with the other departmental books; or the English copy may be independently prepared by the officer himself. If found correct, the cash requisition or warrant (which in the case of charges other than payments to cultivators must be supported by bills already passed for payment) will then be passed for payment, and will be debited in the ordinary way in the cash-book in detail according to licenses.

The money will then be drawn from the Treasury, and will be disbursed, in the manner laid down in this Manual, by the gomashta to the cultivators and others in the presence of the district officer. The English copies of the cash requisition will be forwarded to the Opium Agent as vouchers with the lists of payments, the vernacular copies being retained for record in the office.

36. Payments are divided into two heads—

A.—Payments to cultivators, details of which are fully given below.

B.—Other payments, which include the following sub-heads:—

(*i*) Transit and weighment,
(*ii*) Manufacturing,
(*iii*) Timber contract,
(*iv*) Bonus and rewards,
(*v*) Temporary establishment,
(*vi*) Freight,
(*vii*) Petty construction,
(*viii*) Office contingencies,
(*ix*) Miscellaneous,

and are drawn in the ordinary contingent bill supported by the usual vouchers and countersigned by the Opium Agent. The Agent is empowered to incur all necessary expenditure under the above heads, with the following exceptions:—Under sub head (*iv*), Bonus and rewards, the sanction of Government is necessary, except in case of rewards in opium suits, which are passed on the countersignature of the Agent; under sub-head (*v*), Temporary establishment, the sanction of Government is necessary where the pay of an appointment exceeds Rs. 100 a month; under sub-heads (*vii*), (*viii*) and (*ix*) the Agent is authorized to incur charges to the extent of Rs. 500 in each case, within the limit of the sanctioned budget allotment. Charges exceeding the above limit should in each case be reported to the Board of Revenue for the sanction of the Board or of Government as the case may be. The Agent is also authorized to incur petty charges of an unusual nature, such as rent, &c., ordinarily requiring the sanction of Government, when the amounts are very small.

37. *Payments to cultivators.*—These are made on account of—

(*a*) Opium. | (*c*) Trash.
(*b*) Leaves. | (*d*) Commission.
(*e*) Barbardari.

38. Payments for (*a*) opium are made by instalments commencing with the first advances and ending with the adjustments as explained under the various chapters following; payments for (*b*) leaves and (*c*) trash are also made in instalments in the same order as with (*a*) opium; payments for (*d*) commission are made at time of adjustments; payments for (*e*) barbardari are made at time of weighments, except for opium sent in as suspected or burnt, in which case they are made at time of adjustments on the release of the opium.

39. Payments under the above five heads (*a*), (*b*), (*c*), (*d*), and (*e*) are drawn on a separate abstract contingent bill, and are certified

by the Sub-Deputy Opium Agent to agree with the detailed account of payments kept by him under departmental rules. In addition to the above certificate, a certificate voucher (Opium Form No. 10), showing the total amount actually paid under each head, is submitted with the bill. No vouchers or payee's receipts are submitted in support of any of the above charges, though formal receipts are taken on the departmental books.

40. The Opium Agent will countersign these bills when they pass through his hands for compilation of the Agency cash account, the countersignature indicating merely that the payments are accepted by him as having actually been made, and having entered the accounts of the department.

41. Every sum charged under any of these heads and every sum credited as a recovery on account of any of them must be stated with specification of the season to which it belongs. If the same bill contains payments on account of more than one season, it must show separately the amounts belonging to each. The cash recoveries will further be shown with full details in the cash recovery statement, A. G. B. Form No. 10 (new), submitted with the cash account.

42. These bills, after countersignature, will be forwarded by the Opium Agent to the Accountant-General of Bengal with his bi-monthly accounts noticed in Rule 32 above, a register (Opium Form No. 11) of these payments to cultivators being kept by the Opium Agent by sub-divisions, and posted bi-monthly from these contingent bills, the recoveries being posted from the cash recovery statement.

43. As soon as possible after September 1st of each year, the Opium Agent will draw up the following statements:—

(*i*) Broad Sheet A. G. B., Form No. 196.
(*ii*) Statement (Opium Form No. 12) showing the produce of the season.
(*iii*) Statement (Opium Form No. 13) showing advances, recoveries, value of produce, and unadjusted balance for opium, leaves and trash separately.

These statements will show for each division, for opium, leaves and trash—

(*i*) the whole produce or quantity delivered;
(*ii*) calculation on this basis of the amount payable;
(*iii*) total amount paid (which must be reconciled with the monthly payments shown in the cash account);
(*iv*) balance recoverable and payable.

44. Upon receipt of this statement by the Accountant-General the payments will be finally passed up to the limit admissible, and the amounts to be recovered from the Agency will be entered by the Accountant-General in his objection book until they are gradually adjusted by recovery.

45. On March 31st of each year the Opium Agent will submit to the Accountant-General for agreement with his books a detailed statement (Opium Form No. 14) showing the balances unrealized on account of advances to cultivators for opium, leaves and trash of each division for each season, with explanation why the advances are outstanding.

SECTION IV.

Office duties and inspection of subordinate offices.

46. The office duties of a Sub-Deputy Opium Agent or Assistant in charge of a sub-division are comprised under the following heads:—

(*a*) Correspondence with the Opium Agent and others; or with the Sub-Deputy Agent, in the case of Assistants.
(*b*) Hearing and disposal of reports and petitions.
(*c*) Preparation, examination, and submission of all accounts connected with the various operations of the seasons.
(*d*) Appointment, promotion, transfer, and removal of the subordinate establishment under him, in accordance with the rules laid down for his guidance.
(*e*) Treasury.
(*f*) Security of subordinates.
(*g*) And all other miscellaneous duties which arise in connection with his official capacity.

47. In addition to the books and forms prescribed in the several chapters of this Manual, the proper keeping up of which comes within the legitimate sphere of a district officer's office duties, the following records will need his special attention:—

(*i*) Cash-book (A. G. B. Form No. 27) and the Registers required by the Account Code.
(*ii*) The English office consisting of letter-books, files of letters received, Agent's Circulars, Correspondence Registers, &c.
(*iii*) Dead-Stock Register (A. G. B. Form No. 158).
(*iv*) Stationery and Form Registers.
(*v*) Register of Opium Suits.
(*vi*) Register of Proscribed Cultivators.
(*vii*) Register of Suspected Cultivators.
(*viii*) Village Record and Maps.
(*ix*) Security Register of Subordinates.
(*x*) Register of Well Advances.
(*xi*) Character and Fine Registers.

48. Full instructions as to the manner of keeping up of the various registers detailed above, excepting (*ii*), (*iii*), and (*iv*), are recorded in the chapters dealing with the subject-matter of each. The English office records will be kept in the manner prescribed by the Opium Agent. The Dead-Stock Register should be divided into four portions, viz., English office, Gomashta's office, weighment articles and laboratory articles, care being taken that sufficient space is left after each for the entry of articles to be supplied hereafter. When any article is disposed of, it will be struck out of the list with red ink, and a note will be made of the manner of disposal, such as "sold by auction," "returned to factory," &c., with the number and date of the authority or of the returning docket. Every fifth year (1891, 1896, and so on) a complete return* will be submitted direct to the Board of Revenue by each Sub-Deputy Agent, compiled from the stock-book, showing the stores

* From these stock returns ordinary office furniture should be excluded—*vide* Rule 3, Chapter X, Civil Account Code (3rd edition).

in hand on the 31st March. Every intermediate year a memorandum (Opium Form No. 15) will be forwarded to the Board showing every increase and decrease. Copies of the above returns will also be submitted by the Sub-Deputy Agents to the Agent. The Opium Agent will submit the stock return of his office and of the Sadar Factory to the Board in the same manner. The method of keeping up the stationery register is fully explained in the form itself, which is supplied by the Superintendent of Stationery.

49. Apart from the inspection of cultivation, the Sub-Deputy Opium Agent will inspect at least once a year the office of an Assistant in charge of a sub-division under him. The result of such inspection will be recorded in an inspection-book which will be kept at the head-quarters of every sub-division. The time for inspecting a sub-divisional office or any out-station will be so chosen as to interfere least with the season's work in hand at the time, either of the Sub-Deputy Agent or Assistant.

50. The results of the inspection will be recorded under the following headings, but should others suggest themselves, they will be included :—

(*i*) *Names of Officers.*—Here will be entered the names of the officers in charge of the sub-division since the last inspection, the date of inspection, and signature of the inspecting officer.

(*ii*) *Buildings.*—The condition of buildings, compound, trees, &c., &c., will be noted on.

(*iii*) *Treasury.*—The state of the treasure chests, their position, precautions for their safety, &c., will be noted. The cash balance will be checked, and the English and vernacular cash-books signed.

(*iv*) *Dead-Stock Register.*—Notice will be taken of the state of the articles borne on the register, whether they are properly looked after, and suggestions will be made for renewal, repairs, &c., and the register will be signed.

(*v*) *English and Vernacular Village Registers and Maps.*—The state of these will be noted, and whether they are being properly kept up, and suggestions will be made, if necessary, for renewal of maps, &c.

(*vi*) *Proscribed Cultivators and Opium Suits Registers.*—It should be noted whether these are being properly kept up, and whether any of the proscribed cultivators might be struck off the register.

(*vii*) *English and Vernacular Offices.*—The general state of these two departments of the office should be carefully examined, and it should be stated whether office records are being kept up in the prescribed forms and up to date. Any suggestions for improvement should also be noted.

(*viii*) *Register of Well Advances.*—It should be stated whether recovery of advances is satisfactory and according to rule. Suggestions might also be made as to extension of system, &c.

(*ix*) *Character and Fine Registers of Subordinates and their Service-books.*—These will be carefully examined, and it should be stated whether they are being properly kept up and brought up to date. Suggestions for transfer of any of the subordinates with reasons should also be recorded.

(*x*) *Miscellaneous.*—Under this head will be made remarks not coming under the above headings.

A copy of the above inspection remarks, taken from the inspection-book, will be forwarded by the Sub-Deputy Agent, for the information of the Agent.

51. Every Assistant will be required to keep a diary throughout the year, in which a clear report of all business transacted by him daily should be written out. Special instructions regarding the keeping up of this diary during the cold weather tour are laid down in Chapter IV. During the rest of the year each Assistant will submit a copy of his diary monthly to the Sub-Deputy Agent of his division, who will make his observations on the character of the Assistant's work on the blank half margin of the copy itself, and forward it for the information of the Agent.

52. It should be clearly understood by all officers of the department that correspondence in the vernacular, except on purely routine matters, between Sub-Deputy Agents and Assistants, is strictly prohibited; and on no account is a Sub-Deputy Agent or Assistant to address the Collector or other district official save by an English letter.

SECTION V.

Subordinate establishment and their duties.

53. The subordinate permanent staff of the Benares Agency for purposes of supervising the cultivation of the poppy consists of zilladars, mohurirs, and gomashtas.

54. Sub-Deputy Opium Agents will make all appointments to the permanent staff of their divisions in cases where the pay of the subordinate does not amount to or exceed Rs. 10 a month. In all cases of vacancies where the pay amounts to or exceeds Rs. 10 a month, the Sub-Deputy Agent will submit his recommendations for the filling up of the vacancy for the approval and orders of the Opium Agent. It should be distinctly understood that all first appointments to permanent vacancies are subject to a probationary period of six months, at the end of which the person appointed, if considered fit, will be confirmed. The orders of Government laying down that the age of candidates at first appointment should not exceed 25 years will be carefully adhered to, except in case of active pensioned soldiers.

55. On the 1st June in each year every Sub-Deputy Opium Agent will submit to the Agent the character and service roll (Opium Form No. 16) of the subordinates above the rank of zilladar serving in his division. Assistants in charge of sub-divisions will submit to their Sub-Deputy Agents similar reports for incorporation in the divisional report. This information will be taken and brought up to date from a character and service register kept up in every office in a similar form.

56. For purposes of local information there will also be kept up in every office a register (Opium Form No. 17) of the subordinate staff below the rank of mohurir, in which will be recorded the services, character, and capabilities of zilladars, burkundazes, chapprassis, and others.

57. The services shown in the above statements and registers will really be an abstract from the authorized service-book of each subordinate. These service-books will be kept up strictly in accordance with the rules laid down in articles 878 to 884 of the Civil Service Regulations (1889 edition). The entries in the opening page should be reattested or renewed, if necessary, every five years, the entries or alterations on that page being signed and dated by the officer making it. Lengthy personal certificates of character should not be entered in column 12, details of character being reserved for the Service Register. The cause, however, of a reduction in appointment, such as "inefficiency," or owing to "revision of establishment," should be noted. Leave of every description and every period of suspension or other interruption of service should be distinctly shown with full details of duration (and cause in case of suspension and whether period of suspension is to count towards pension), and attested by the head of the office, who is personally responsible for the proper keeping up of these service books.

58. In the Opium Agent's office will be kept up a graded list of the subordinate staff of the Agency above the rank of zilladar, in order of seniority, copies of which will be issued to all district officers. All appointments to vacancies will be sanctioned by the Opium Agent in conformity with the above list, after due consideration is given to the character and efficiency of those next in order for promotion as shown by the annual character rolls submitted by the officers of the department.

59. Transfers of the subordinate staff from one office or division to another can be directed at any time by the Agent, and on this condition all nominations and appointments are made. Transfer of inferior servants from one place to another within a division can be made by a Sub-Deputy Agent when such transfer does not involve an expenditure to the State in travelling allowance. Transfer of subordinates in all cases from one division to another or from one sub-division to another when such transfer involves travelling allowance can only be made with the previous sanction of the Opium Agent.

60. In every case in which the question of a subordinate meriting dismissal, suspension or other severe punishment may arise, a specific charge should, in the first instance, be drawn up in writing, a copy of which should be furnished to the party concerned, and every reasonable opportunity afforded him for the preparation and submission of a full explanation in reply to the charge. All cases of dismissal and suspension of subordinates drawing Rs. 10 a month and upwards will be reported to the Opium Agent for his sanction, but subordinates drawing less than Rs. 10 a month meriting dismissal or suspension will be dealt with by the Sub-Deputy Agents.

61. In connection with the dismissal of subordinates, the following Rules published by the Board of Revenue, Lower Provinces, should be carefully attended to:—"that (except in the case of public servants who are dismissed in consequence of facts and inferences elicited at a

judicial trial, or in the cases of persons who abscond with an accusation over their heads, and in which therefore the prescribed procedure would be unnecessary or impossible) in all cases of removal or dismissal, the charge against the public servant concerned shall be reduced to writing, that his defence shall either be taken in, or reduced to, writing, and that the decision thereon shall be also in writing. It is not sufficient that these orders should be substantially complied with; they must be strictly carried out. * * * * * *

"In all cases in which a public servant of the class eligible for pension is dismissed from his appointment by his superior officer, such officer shall invariably record a proceeding, either in English or in the vernacular, setting forth fully the grounds of such dismissal. Before final orders are passed in such cases, the explanation of the public servant should be called for, and if such explanation be given verbally, it should be taken down in writing by the superior officer."

62. The subordinate establishment of a sub-division will be directly under the orders of the Assistant in charge, and any orders issued by the Sub-Deputy Agent to a subordinate attached to such sub-division will be sent through the Assistant. If by reason of any emergency the Sub-Deputy Agent should find it necessary to send an order direct to any such subordinates, copies of these orders setting forth the circumstances which rendered direct reference necessary should be sent at the same time to the Assistant. A similar procedure will be observed with respect to communications made to the Sub-Deputy Agent by the subordinates of a sub-division Direct correspondence between the Sub-Deputy Agent and the subordinates of a sub-division in charge of an Assistant, and *vice versâ*, should, however, on no account be encouraged; and it is distinctly to be understood that such communications are not to be made except under very exceptional circumstances.

63. In sub-divisions in charge of an Assistant, it will be competent for the Assistant to appoint burkundazes and to transfer zilladars within the limits of his charge, and to punish them with fine not exceeding one-fourth of a month's pay. Action in such cases will be formally reported for the information of the Sub-Deputy Agent, who will only interfere if he has reason to believe that the powers of the assistant are not being judiciously exercised. In cases where punishments of a severer nature are considered to be called for, or the subordinate staff above the rank of zilladar are concerned, the Assistant will be guided by rule 61 above, and will submit the papers and his recommendations for confirmation or orders of the Sub-Deputy Agent. An appeal from the orders of an Assistant in charge of a sub-division will lie in all cases to the Sub-Deputy Agent of the division, and such appeals will be exempt from stamp duty.

64. Appeals of the subordinate establishment against the orders of a Sub-Deputy Opium Agent will lie to the Agent, and all such appeals must be on a stamp paper of the value of one rupee, and submitted through the Sub-Deputy Agent appealed against, who is bound to forward such appeal to the Agent, together with a copy of the orders appealed against, and any observations he may wish to offer within three days of the presentation of such appeal. All such appeals

must be submitted within one month of the receipt by the appellant of the order appealed against, otherwise they will not be considered. Applications or appeals from cultivators and others are exempt from stamp duty. Copies of all orders of punishment, dismissal, &c., affecting officers or subordinates can be obtained by them free of cost.

65. *Zilladar's duties.*—The zilladar is the unit of the system by which poppy cultivation is supervised and managed. He has charge of a beat containing a certain number of villages, with poppy cultivation ranging from about 300 to over 500 bighas.

66. His duties may be summarized as follows:—

He should acquire a thorough knowledge of all cultivators in his beat; he should ascertain before advances are given that those receiving them are *bonâ fide* cultivators, and able to bring under poppy the full quantity of land for which they engage; he should see that the lands for which advances are given are good and suitable lands, that they are free of litigation, that the full quantity of lands engaged for are brought under preparation, that they are well ploughed, sown, weeded, watered and manured; he should measure all the lands in his beat roughly before the sowings and again when the annual measurements are made by the mohurir of the circle; he should give active assistance in supervising the preparation of the drug by individual cultivators in accordance with the instructions laid down on the subject; he should see that the full quantity of leaves allotted to his beat is made, and the requisite amount of trash is collected; by his intimate knowledge of the cultivators, he should be able readily to give information whether parties taking advances for wells are able to fulfil their contracts for building them, and whether the security offered is valid; he should periodically report to his circle mohurir or gomashta that the materials for building such wells are being prepared, and whether the wells have been properly constructed; he should summon in the cultivators during the settlements, weighments, and adjustments, and at any other time their presence may be required; he should be present at all payments, and should ensure that they are made to the proper parties and not to fictitious substitutes; he should keep a watch over the proscribed cultivators of his beat, and from his knowledge of the fields and their outturn he should bring to notice at weighments any suspiciously low deliveries or failure to deliver the produce of any field; he should ascertain and report whether any cultivators, who have not done so, are willing to undertake the cultivation of the poppy, and whether all the cultivators of his beat have received their dues; if not, he should take steps to have them paid; he should assist in collecting outstandings due by the cultivators, and report to the circle mohurir or gomashta any shortcomings or complaints made to him within his beat for the proper conduct of the entire duties of which he is held answerable.

67. Every zilladar will keep up a diary throughout the year (Opium Form No. 18), in which he will record daily all matters of interest, or of duty performed, and this diary will be submitted weekly through the mohurir of the circle, who will forward it to the officer in charge of the division or sub-division through the gomashta, both the circle mohurir and gomashta making any remarks on them they may think necessary. After the passing of any orders on them that may be necessary, these

" 67. Every zilladar will keep up a diary (Opium Form No. 18) from 1st November until the opium of his beat is brought in for weighment, and also at such times during the year as he is absent on duty from head-quarters. In this diary he will record daily all matters of interest or of duty performed. The diary will be submitted weekly through the muharrir of the circle, who will forward it to the officer in charge of the division or sub-division through the gumashta, both the circle muharrir and gumashta making any remarks on it they may think necessary. After the passing of any orders on them that may be necessary, these diaries will be filed in the office for record. When zilladars are unable to read or write, they should have their diaries written up for them as concisely as possible." 18-4-93.

diaries will be filed in the office for record. When zilladars are unable to read or write, they should have their diaries written up for them as concisely as possible.

68. In appointing zilladars, whose duties, as will be seen above, are multifarious and important, care should be taken to appoint intelligent and active men, and, as far as possible, those who are able to read and write the vernacular of the districts in which they are likely to be employed.

69. It should be distinctly understood that all zilladars are to be restricted to their legitimate duties of supervising cultivation and produce, and the work of the beats connected therewith, and any departure from this rule must be made under exceptional circumstances.

70. *Mohurir's duties.*—A mohurir's duties comprise the supervision of the beats of several zilladars allotted to him forming a mohurir's circle, and for the proper control and supervision of such a circle he is held directly responsible. The first mohurir has allotted to him the accounts and returns of his sub-division in addition to the supervision of his circle.

71. The duties of mohurirs may be summarized as follows:—They prepare and write out all accounts, registers, statements, and papers connected with their circles and sub-divisions under the superintendence of the gomashta; they measure all lands within their circles, or if these are too large within such beats in the circle as are assigned them, they submit weekly reports of such measurements to the Sub-Deputy Agent or Assistant in charge through the gomashta, and in their rounds over the beats in their circles they see that the lands are well prepared, kept clean and properly irrigated, and that the zilladars under them are present in their several beats and actively engaged in their duties; they submit weekly copies of their diaries (Opium Form No. 18), giving an account of the state of the crop and everything connected with it to the gomashta, who forwards it with his remarks to the officer in charge; they conduct any special enquiries in the interior of the district to which they may be deputed by the officer in charge or gomashta, and they assist generally in all the details of settlement, weighment, and adjustment duties as laid down in the chapters dealing with those duties.

72. All mohurirs should be encouraged to use vernacular maps of the sub-division in which they are employed. They should keep up vernacular village registers and registers of proscribed and suspected cultivators, of well advances and outstanding balances of their circles, which should always be in their possession and should be utilized in all enquiries connected with these and other questions relating to their circles, all such enquiries being made primarily through them. Another very important duty attaching to mohurirs is the preparation of the opium khasra, as laid down under Chapter IV.

73. *Duties of a Gomashta.*—The gomashta is the chief subordinate officer connected with the cultivation of poppy, and is in charge of a sub-division for the proper supervision and control of which he is held directly answerable to the Sub-Deputy or Assistant Sub-Deputy Agent under whom he is working.

74. A gomashta is strictly prohibited from trading on his own account or for the benefit of others within the district and Agency

in which he is employed. He is also prohibited from having pecuniary transactions with any Opium Officer, or with any subordinate in his sub-division.

75. The duties of a gomashta may be divided into three heads:—

(*i*) Office and general duties.
(*ii*) Account.
(*iii*) Supervision and control of crop and produce.

76. *Office and general duties.*—All orders emanating from the officer in charge of the division or sub-division will be addressed to the gomashta, and will be conveyed or issued by him to his subordinates; and all returns to such orders will be made on the reverse side of the perwannahs, not on a separate paper.

77. The salaries of the subordinate establishment will be paid entirely through the gomashta, who will submit a detailed bill, which will be checked and passed for payment by the officer in charge. The signatures to payments of salary will be taken by the gomashta on an acquittance roll and also on a duplicate copy, and on completion of the payments the original acquittance roll will be submitted by him to the officer in charge, and the duplicate will be retained by him for record in his office.

78. The gomashta will see that all books and registers kept up in his office and used by himself and his subordinates are properly paged, sealed and attested by himself and then signed by the Sub-Deputy Agent or Assistant before they are brought into use. Every report, account and statement affecting a sub-division which is submitted to the Sub-Deputy Agent or Assistant will be attested by the gomashta, who will be held answerable for the correctness of all such documents.

79. The gomashta will keep a diary (Opium Form No. 18) in a separate book similarly sealed, paged and signed, and in that must be shown exactly all matters which have been daily reported to him and what acts have been done by him, and an extract from this diary will be sent weekly during settlements, tour and weighments, and monthly at other times, for the inspection of the Sub-Deputy Agent or Assistant.

80. Unless otherwise directed, all local investigations ordered by the officer in charge of a division or sub-division will be made by the gomashta in person, who will record his own opinions after careful enquiry.

81. The gomashta will be held responsible that all Government property and buildings in a sub-division of which he is in charge are properly protected by the barkandazes. Where the buildings are under the control of the Opium Department and not of the Public Works Department, he will submit an annual estimate to the Sub-Deputy Agent or Assistant in charge for repairs to the buildings after having satisfied himself, by inspection, of the necessity for such repairs. No expenditure in connection with a repair is to be incurred save what may be sanctioned.

82. *Accounts.*—The gomashta is primarily responsible for all payments made for the cultivation of poppy, for the delivery of produce, and as advances for wells, and for all other charges, in his sub-division, such as purchase of weighment material, &c, incurred in connection

with the supply of opium, and all such payments will be made by the gomashta in the presence of the Sub-Deputy Agent or Assistant.

83. The gomashta is answerable to the Sub-Deputy Agent or Assistant for the proper keeping up and correctness of the vernacular cash-book or rokar, and all the registers and accounts connected with the settlements, weighments, and adjustments of opium, and with leaves and trash pertaining to his sub-division.

84. *Supervision of crop and produce.*—The gomashta should make himself thoroughly acquainted with his district, his cultivators and all the rules laid down for the guidance of himself and his subordinate staff. It is his duty to see that all orders issued by the Sub-Deputy Agent or Assistant are properly understood and carried out by the mohurirs and zilladars, and that these latter are actively engaged in their circles and beats from the time the engagements are made until the produce is brought in for weighment. He will be strictly guided also by all the rules laid down for supervision and control under the several chapters following in connection with settlements, weighments, and adjustments, where his duties are laid down in detail.

85. In the event of any poppy being illegally cultivated within the sub-division managed by the gomashta, and its coming to his knowledge that such is the case, he is bound under section 23 of Act XIII of 1857 to give immediate information thereof to the Sub-Deputy Agent or Assistant, and if such information be withheld, or he connives at the illicit cultivation of the poppy, he is liable to a fine not exceeding Rs. 1,000. The gomashta is empowered in cases of illegal cultivation to attach the crop, demand security from the cultivator for his appearance before a Magistrate, and in the event of the cultivator not giving the required security, to send him in custody to the Magistrate.

86. The receipt of any fee, gratuity, perquisite or allowance, either in money or effects by any officer or subordinate of the Department under any pretence whatsoever, from any cultivator or any other person employed or concerned in the provision of opium, other than the authorized allowances of his situation, will lead to dismissal from office, and on conviction before a Magistrate a penalty or fine can be adjudged under section 17 of Act XIII of 1857 of Rs. 500.

SECTION VI.

Securities of subordinates.

87. Securities will be taken from all subordinates who have any dealings in money and accounts in connection with the cultivation and provision of opium. These securities are liable to confiscation in the event of loss to Government through dishonesty or negligence in the exercise of his duty of the party giving the security. After depositing the required security as detailed below, each depositor will execute a bond in English as prescribed by Government (Opium Form No. 19), in which the conditions on which the money is deposited are fully described. The executant will be furnished with a vernacular copy of the bond to enable him to thoroughly understand the terms of the document executed. These bonds are exempt from stamp duty and registration.

On the transfer of a subordinate from one division to another, his security bond will be transferred to the custody of the Sub-Deputy Agent of the division to which he is transferred.

88. The following is the authorized scale according to which securities should be required:—

	Rs.
Sheristadar	500
Naib Sheristadar	250
Gomashta	2,000
Naib gomashta	400
1st mohurir	200
2nd do.	75
3rd do.	50
4th do.	50
Sadar 1st Mohurir	50
Do. 2nd do.	40
Do. 3rd do.	30

89. The above securities must be tendered within three months of the first appointment of the party depositing it, but where good reasons exist, the Agent may, on the recommendation of the district officer, and if he thinks fit allow grace beyond that period; such grace should not, however, extend beyond the probationary period of six months. A subordinate who fails to deposit the full amount of security required of him within this period of six months should not be allowed to continue in his appointment.

90. All securities must be tendered either in cash or in Government promissory notes. Securities below Rs. 500 must be in cash, and will be deposited in the local Post Office Savings Bank. Securities of Rs. 500 and above should be tendered in Government promissory notes. House or landed property or personal security will not be accepted.

91. Security money lodged in the Savings Bank must be deposited in the name of the depositor himself, but the latter must sign an agreement in the authorized security deposit form of the Postal Department, transferring his right of withdrawal and claim to interest to the Sub-Deputy Opium Agent of the Division in which he has executed his security bond. The pass-book will be kept in the custody of the said Sub-Deputy Opium Agent. In cases of transfer of a subordinate from one district to another, his security money, with pass-book, will also be transferred under the rules of the Postal Department, the depositor executing a fresh security deposit form with the postmaster of the district to which the subordinate is transferred.

92. Securities deposited in promissory notes must be lodged with the Comptroller-General under rules laid down in Chapter X of the Civil Account Code.

The notes will, in the first instance, be endorsed by the depositor to the Sub-Deputy Opium Agent of the Division, by whom they will be endorsed to the Agent. The latter will endorse them to the Comptroller-General for safe custody. Before accepting these notes, the Sub-Deputy Agent should satisfy himself that they are *bonâ fide* the property of the depositor.

93. Security money, whether deposited in cash or in promissory notes, will not pass through the departmental accounts, but will at once

"The security bonds of subordinates will be kept under double lock in the Treasury." 4-5-94.

"Gumashta ..... Rs. 1,250 to Rs. 2,000, according to the orders of the Opium Agent." 18-4-93.

"89. The above securities (except in the case of a gumashta) must be tendered within three months of the first appointment of the party depositing it, but where good reasons exist, the Agent may, on the recommendation of the district officer, and if he thinks fit, allow grace beyond that period; such grace should not, however, extend beyond the probationary period of six months. A subordinate who fails to deposit the full amount of security required of him within this period of six months should not be allowed to continue in his appointment.

"In the case of a gumashta, Rs. 1,000 must be deposited within the probationary period of six months under the conditions laid down above, grace being allowed for the remainder of his security for a further period of six months, the entire amount of his security being completed within twelve months of first appointment." 18-4-93.

be disposed of, if in cash, either by being sent to the Post Office Savings Bank, or being converted into promissory notes, or if in promissory notes, by being forwarded as directed above.

94. The interest on promissory notes is paid to the depositors half-yearly on payment orders issued by the Accountant-General, Bengal, and charged in the departmental accounts, supported by the above orders as vouchers. Interest on deposits lodged in the Post Office Savings Bank will be drawn by the depositors according to the rules of the Postal Department under authority of the Sub-Deputy Opium Agent.

95. The security of a subordinate will be returned to the depositor or to his legal heir or heirs after the expiry of six months from the date of the subordinate vacating his appointment, provided there are no claims against him on behalf of Government. Securities for Rs. 500 and above, if in promissory notes, will not be returned to the heirs of deceased depositors without a certificate of heirship from the Civil Court. With regard to securities below Rs. 500 deposited in the Savings Bank, the Opium Agent may at his discretion, and if he is satisfied as to the rights of the claimant, direct the return of security deposits without calling for a certificate of the Civil Court.

96. Every Sub-Deputy Agent will submit to the Agent on the close of each year (1st April) a statement (Opium Form No. 20) showing the details of the security of each subordinate employed in his Division.

In all cases of security in house or landed property accepted under the old rules, the Sub-Deputy Agent will certify that he has made all necessary enquiries as to the validity of the property pledged as security. Such enquiries should be made annually by the Sub-Deputy Agent through the Collector of the district in which the property is situated.

97. A record of all securities in a Division will be kept up by the Sub-Deputy Agent in a register similar in form to that submitted to the Agent under Rule 96 above. This register will be carefully brought up to date, and will be placed before the Agent during his periodical tours of inspection.

SECTION VII.

Opium suits and the prevention of illicit dealings.

98. Under the provisions of the Opium Act (I of 1878), all officers of the Opium Department serving in districts of the North-Western Provinces and Oudh, and not inferior in rank to a 1st mohurir, are vested with the powers described in section 14 of the said Opium Act.

The officers and subordinates of the Department should therefore in their capacity of Excise officers* render all necessary assistance to the Civil Administration in the suppression of illicit traffic in opium.

99. The attention of the officers of the Department should particularly be directed to the retailers of contraband opium in towns, who purchase from the cultivators, and without whose support and assistance the cultivators would have but little inducement to keep back

* For rules affecting Excise Officers, *vide* Part I of this Manual.

a portion of their produce. It is not intended that any general system of searching the houses of the cultivators, or other measures which might spread alarm and dissatisfaction among them, should be undertaken by officers of the Department, whose duties render it necessary that they should possess the confidence and good-will of the people with whom they have to deal. The duties enjoined by this section of the Manual should therefore be judiciously and cautiously performed. 774

100. Under Rule 124 of section IX of this Chapter, Collectors of all opium-producing districts will give information to the local opium officers of impending prosecutions for breaches of the opium laws within their districts. On receipt of such information the Sub-Deputy Opium Agent, or his Assistant, whether in independent charge or otherwise, if deputed by the Sub-Deputy Agent, will appear in court on the appointed day, and will either offer to prosecute the case or tender any evidence that he may be able to give from his office records or otherwise in the case of cultivators on the books of the Department. Should the Sub-Deputy Agent, or one of his assistants, be unable on account of other duties to attend the court, a gomashta or a senior mohurir will be deputed to watch the case, or give evidence, if necessary, and to submit a full report of the proceedings to the officer in charge of the division or sub-division.

101. Under section IX of this Chapter, Collectors are also empowered to allow to opium officers free access to all papers in such cases of breaches of the opium laws. In all important cases it will be the duty of an opium officer to assist in enquiries and to follow up clues at the request of the Collector, and at the close of a case to call for a copy of the Magistrate's decision, which he should submit to the Opium Agent, with his own report as to the action taken by the Department.

Ordinarily, however, it will be sufficient for Sub-Deputy Agents to submit monthly to the Opium Agent from information furnished by Collectors a statement (Opium Form No. 21) of opium suits tried in their divisions, setting forth all particulars as to who the defendants are, how and whence the opium seized was procured, the action of departmental officers thereon, and any other particulars of interest not already provided for in the columns of the prescribed form. An Assistant in charge of a sub-division will submit a similar statement to the Sub-Deputy Agent of his division for incorporation in a general statement for the whole division, which will be accompanied by the remarks and suggestions of the Sub-Deputy Agent on the action taken by his assistants.

102. In all cases where a cultivator has been convicted by a court of any breach of the opium laws, a statement (Opium Form No. 22) showing the past three years' cultivation and produce of the offender, as well as that of the other cultivators in the license, will be submitted by the opium officer of the district to the Opium Agent in company with the opium suits statement prescribed in Rule 101 above. In cases where the offender is not a cultivator, but a license for poppy cultivation exists in the village, then the statement will embody the past three years' cultivation and produce of every cultivator in the license.

"99A. In petty cases, that is cases in which the opium seized does not exceed three tolas, the prosecution will ordinarily be instituted under section 19 of Act XIII of 1857 (not under section 9, Act I of 1878).

As a rule the sanction of the Collector of the district is required to a prosecution with respect to contraband opium against an opium cultivator. Before according such sanction the Collector will allow ten days to elapse to enable the Sub-Deputy Opium Agent to make any representation he may desire upon the subject. Under existing orders the Police are required to give immediate notice to the Opium Officer of any case in which the accused is an opium cultivator. The date of issue of such notice is reported to the Collector, and the period of ten days above referred to is counted from that date.

This procedure will invariably be followed in cases falling under Act XIII of 1857, and as far as possible in cases under Act I of 1878." 17-1-98.

103. In all divisions and sub-divisions a register (Opium Form No. 23) will be kept up, called the "proscribed cultivators' register," which will include lumberdars, cultivators and others, who for breaches of the opium laws or other causes have been prohibited from cultivating poppy, and the special attention of all officers will be directed to this register during the settlements and cold weather tour, with a view to ascertaining that the orders of prohibition issued are being strictly enforced.

104. In the case of a cultivator, who has entered into engagements with the department, being convicted of an offence against the opium laws, the opium officer will note the fact in the opium suit statement, and will so arrange that the lumberdar and zilladar keep a strict watch over the produce of the offender's land, and at the close of the weighments of the license he will submit a return giving the outturn of the land with any observations he may wish to make for the information of the Agent.

105. In all sub-divisions will be kept up a register of indifferent or suspected cultivators (Opium Form No. 24). The object of this register is to ensure a proper check over the delivery of produce at the weighment scales and against illicit dealings. In all cases of low or suspicious averages it suggests itself either that proper attention has not been paid to the crop, that the land is indifferent, or that a portion of the produce has been kept back; or it may be that thefts are reported where no theft has taken place. Careful attention is therefore necessary to this register, and in every case recorded, strict enquiries should be made both during the cold weather tour, when a distinguishing mark will be placed against the cultivator's name in the license for ready reference during weighments, and also at the time of weighments, with a view to checking illicit dealings, or if such is not suspected, of striking out indifferent and unprofitable cultivation.

A similar register will be kept up in the vernacular by the gomashta, and a copy will be taken by each mohurir of portions affecting their circles.

106. The following procedure* will be acted on towards protecting the excise revenue and preventing illicit cultivation. Orders to this effect have been issued by the Excise Commissioner, North-Western Provinces, to all Collectors and Deputy Commissioners of districts:—

(*i*) A nominal list in vernacular of villages in which the poppy is cultivated will be submitted by the opium officer to the Collector or Deputy Commissioner of the district, on the 1st of December in each year. To this list a supplementary list will be attached of villages prohibited from sowing, in order to draw special attention to them.

(*ii*) The authorities of the civil administration will take no action in prosecuting for excess cultivation, but will communicate such cases to the Opium Department, and will only act on the representation of the officers of the Department.

* *Vide* Excise Commissioner's Circular No. 7, dated 27th March 1879, given in full in Chapter VII, Part I, Opium Manual.

(*iii*) All notices issued by opium officers prohibiting cultivation will be sent to Collectors or Deputy Commissioners of districts, who will serve them on the parties through tehsildars.

(*iv*) The convicting Magistrate will enquire through the tehsildars as to the truth of statements made by prisoners that they are not opium cultivators, and should the result of such enquiry prove prisoners to be cultivators, such information shall at once be communicated to the Opium Agent.

SECTION VIII

Wells.

107. An important part of an opium officer's duty is to ascertain the requirements of his division or sub-division for the irrigation of poppy lands, and with the primary object of benefiting such lands, he should encourage trustworthy and substantial cultivators to accept advances from Government for the sinking of new or repairs to existing masonry wells, if he is satisfied from personal inspection or from the reports of the gomashta that such construction or repairs are needed in the villages concerned, through the faulty or deficient nature of the existing means of irrigation.

108. It is usual, in cases where advances are given for improving the means of irrigation in a village, to stipulate for a certain increase in the cultivation of poppy. The extent of such increase, however, is left to the discretion of a district officer, who is best able to judge of the capabilities of a village which probably he has personally inspected. Cases also may arise in which an advance might judiciously be made for safeguarding existing cultivation, but where no new and suitable land or cultivators are obtainable, in such cases it would be advisable not to insist on an increase on the existing engagements of the village

109. The proper season for enquiring into the existing means of irrigation, and its improvement or extension, is the period of the cold weather tour, when local and personal enquiries by officers are possible. At this season officers are also expected to visit all wells that have been made with advances from the Department, and to see that they have been properly constructed and are in good repair; they will also satisfy themselves that where excess land has been given in consideration of such advances, it is of a suitable character and has been *bonâ fide* brought under poppy cultivation.

Enquiries and inspections under this rule should be carefully recorded in an officer's diary for the information of the Agent.

110. An officer who has satisfied himself in each case as to the necessity of the advances for new masonry wells or repairs to existing ones, applied for by the cultivators, will, some time after the cold weather tour, draw up a statement (Opium Form No. 25) showing the estimated amount likely to be required in his sub-division during the ensuing year. The statements of Assistants in charge of sub-divisions

will be submitted to the Sub-Deputy Agent. who will incorporate them in a general statement for the entire division, which he will submit for the sanction of the Agent. Should urgent necessity arise at any other time of the year for advances for masonry wells or for repairs, supplementary statements should be submitted

111. After receipt of the Agent's sanction to the proposed advances, the amounts applied for will be disbursed to the cultivators concerned. In the case of an advance for repairs it will be given in one lump sum. In the case of an advance for the construction of a new masonry well, one-half the amount estimated will ordinarily be given at first for the collection of material; one-fourth will be advanced either on the certificate of the gomashta or the personal inspection of the officer himself that the necessary materials for construction have been collected, and one-fourth for the completion of the work when sufficient progress has been made in construction. But it shall be left to the discretion of the officer in charge of the sub-division to make these advances in only two instalments, or even in one lump sum if he is satisfied that this course is necessary to meet the exigencies of the case. A Sub-Deputy Opium Agent is also empowered in exceptional cases to make, or to authorize the making of advances for wells not exceeding Rs. 500, in anticipation of the Agent's sanction. Such action shall be immediately reported to the Agent with reasons.

All wells for the construction or repairs of which advances are given by the Department should be completed within twelve months of the date of the advance, or the first instalment thereof

112. Refunds of these advances by cultivators will be made in the following manner:—

In the case of the construction of new wells, one-third of the sum advanced should be refunded at the weighments or settlements, whichever comes first, after the expiry of eighteen months from date of advance, or first instalment thereof; one-third at the next weighments or settlements, whichever comes first; and the remaining one-third at the weighments or settlements following refund of the second instalment; the entire advance should thus be refunded in about two- and a half years after the advance, or the first instalment thereof, is given.

In the case of advances for repairs to existing wells, half the sum should be recovered during the weighments or settlements, whichever comes first, after one year from date of advance, and the other half at the weighments or settlements immediately following; the entire advance should thus be refunded in about eighteen months from the date of granting it.

In exceptional cases the Opium Agent has power to extend the above period for repayment of an advance on the report of a Sub-Deputy Agent, but such extension should only be permitted under special and unforeseen circumstances.

113. Each cultivator receiving an advance will execute an *ikrarnama* or agreement (Opium Form No. 26) for the due fulfilment of his part of the contract entered into. A bond will also be taken

(Opium Form No. 27) from one or more sureties after due enquiry being made as to the property to be pledged.

114. The property pledged should, as far as possible, be immoveable, such as trees, gardens, houses, &c., as distinguished from landed property, the real nature and value of which can be easily verified, and careful enquiry should be made through the Collector of the district in which the property is situated as to its value and possession. Bonds executed by sureties for well advances taken for the cultivation of poppy are exempt from stamp duty, but the registration of such bonds, where landed property is pledged, or where the value of immoveable property, other than landed property, amounts to or exceeds the value of Rs. 100, is compulsory.

115. From the time advances are given for the construction of new wells or for repairs to existing ones until the work is completed, the zilladar of the beat will from time to time visit the village, and at every visit inspect the work in hand and will report to the gomashta the progress made. Similar inspection will be made by the mohurir of the circle and the gomashta, the latter submitting to the officer in charge of the division or sub-division a monthly report based on his own inspection, and the report of his subordinates, of all wells in the sub-division for which advances have been given.

116. Advances for kutcha wells will depend on the state of the crop and the circumstances of the season, and a Sub-Deputy Agent, with the previous sanction of the Agent, will grant such advances in his division in small sums whenever he may consider the conditions of weather, such as the excessive dryness of a season, necessitate such assistance to the cultivators. These advances will therefore be given during the camping season, and on the personal security of the lumberdar, or if the recipient is himself a lumberdar, of a second lumberdar, in the same way as advances for cultivation.

An Assistant in charge of a sub-division before paying advances for kutcha wells will obtain the authority of the Sub-Deputy Opium Agent, who will allot to the Assistant such portion of the grant as he considers necessary out of the amount sanctioned for his division by the Agent. Refunds of all advances for kutcha wells will be made by the cultivators at the weighments of the season during which the advances have been made.

117. All advances for wells should be entered in a schedule (A. G. B. Form No. 31), and charged direct to the list of payments under its proper head instead of its being included in the contingent bill. This schedule will be countersigned by the Agent and submitted to the Accountant-General, Bengal, with the list of payments in support of the charge Similarly the recoveries should be entered in a schedule (A. G. B. Form No. 11) and credited in the cash account under its proper head instead of being included in the cash recovery statement.

118. In every sub-divisional office will be kept up as a standing record a register of wells, pucka and kutcha (Opium Form No. 28), the various columns affecting advances and refunds being carefully filled in at the time these advances or refunds are made. From this register, will be compiled a quarterly report (Opium Form No. 29), which every Assistant in charge of a sub-division will submit to his

"These bonds will be kept under double lock in the Treasury."

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Sub-Deputy Agent; and the latter officer will submit to the Agent a consolidated statement for his entire division.

119. In addition to the above quarterly report every Sub-Deputy Agent will submit after the 31st March in each year a statement (Opium Form No. 30) of all well advances outstanding on that date.

In this statement the advances remaining unrecovered beyond the time allowed for their repayment should be detailed, showing the name of the person to whom the advance was made, the amount of original advance, the balance still due, and the circumstances under which the balance is outstanding, while all other advances will be shown in lump sums. To this annual statement will be attached a certificate stating that the amounts shown in lump sums do not include any items of longer period than what is allowed under departmental rules.

On receipt of these annual statements from district officers, a consolidated statement, in the same form, for the whole Agency, with a similar certificate attached, will be submitted by the Agent to the Accountant-General, Bengal.

120. In submitting his monthly cash account, every Sub-Deputy Agent will give at the foot of it a plus and minus memorandum showing the balance of well advances outstanding on the 1st of each month, the amounts paid and recovered during the month, and the closing balance of that month. A similar consolidated list for the whole Agency will be submitted by the Agent to the Accountant-General, Bengal, with the monthly cash account of the Agency.

121. In the event of any advances for wells proving irrecoverable, it will be written off under sanction of the Government in the same manner as remissions for advances for opium, as laid down in Chapter VI, Section II, Rules 293 and 294. Remissions of well advances should hardly ever occur if proper care is exercised in ensuring that liability is in all cases covered by substantial security.

SECTION IX.

Relation of opium officers to district authorities.

122. An opium officer, though not directly under the orders of the Collector or Deputy Commissioner, has official dealings with him in his capacity of Deputy Opium Agent and as head of the district in the Executive, Magisterial and Excise Departments. It is with a view to facilitate, therefore, the working of the Opium Department that the rules in this section have been framed, and they should be carefully observed by all opium officers.

123. Sub-Deputy Opium Agents and Assistants in charge of sub-divisions will report officially the fact of their arrival and departure to the Collectors of the districts which comprise their charge, on assuming or making over charge of office, and Collectors will forward such reports to the Commissioner of the Division for information.

* The rules in this section are based on Government of Bengal order No. 1165, dated 1st May 1877, and orders of the Government of the North-Western Provinces, No. 75A, dated 23rd May 1877.

124. The Collectors of opium-producing districts will inform the chief opium officer of his district, whether a Sub-Deputy Agent or Assistant in semi-independent charge, of all important prosecutions for breaches of the opium laws. The opium officer will attend the court to prosecute or give evidence in all such cases (*vide* further instructions in section VII of this Chapter), and for this purpose he will, if the Collector thinks fit, have free access to any papers pertaining to these cases in the office of the Magistrate or District Superintendent of Police.

125. In all such cases of breaches of the opium laws, the opium officer in charge of a district will receive and act upon any instructions the Collector of the district may send him as to working out clues for bringing offenders to justice.

126. Sub-Deputy Opium Agents and Assistants in charge of sub-divisions will submit, for the information of the Collectors of their districts, their proposals as to dates and places of weighments and settlements. Collectors will not ordinarily interfere with the practice of conducting the opium settlements or weighments at head-quarters or in out-stations, except in special cases and under the conditions following.

127. When by reason of the prevalence of cholera or other serious epidemic disease in some particular section of the district the Collector is of opinion that the opium settlements or weighments for the cultivators of such section should be conducted elsewhere than at head-quarters or at the out-station fixed, he will communicate his proposals in writing to the opium officer of the district. If the opium officer sees no objection to the proposals, he will, in communication with the Opium Agent (through the Sub-Deputy Agent in the case of a sub-division), carry out the wishes of the Collector. If the opium officer does not concur as to the necessity for conducting the settlements or weighments elsewhere, the Collector shall report the matter to the Commissioner for orders, and shall stay action until he receives them. In all such instances of a difference of opinion between the Collector and the opium officer, the latter should at once submit copies of the correspondence for the information of the Agent.

128. Sub-Deputy and Assistant Sub-Deputy Agents will, when going on their cold weather tour, report for the information of the Collectors of the districts through which they are about to pass their proposed movements.

CHAPTER III.

SETTLEMENTS OR ENGAGEMENTS WITH CULTIVATORS.

SECTION I.

Village record.

129. The opium settlements or, in other words, the entering into engagements for the cultivation of the poppy is the first operation of the opium year, and on the care exercised in conducting this operation depends largely the results of the opium season. The points that need careful attention at the period of settlement are—(*i*) that the lamberdars are reliable men, who enjoy the confidence of the ryots and are acceptable to the majority of the cultivators in the license; (*ii*) that the men coming forward to engage are good cultivators and to be trusted with advances; (*iii*) that the lands given by them for poppy are good and suitable, and are free from dispute and in the actual possession of the cultivators; (*iv*) that the proposed cultivation is conveniently situated for supervision; (*v*) that in restricting cultivation to the authorized limits, preference is given to licenses that have previously shown good results; (*vi*) that when an increase of cultivation is directed by Government, extension is judiciously made by taking cultivation previously known from the records to be good, or by extending in new villages after careful enquiry and within a reasonable circuit of supervision.

130. From the above summary of the conditions that are necessary for the making of satisfactory opium settlements, it follows that before the cultivators are summoned in, the officer in charge of a division or sub-division should collect information and statistics regarding all the licenses within his charge; and having carefully weighed the relative merits of the licenses, he should prepare and submit, by the 15th July, a forecast of the engagements to be entered into, taking as his basis the orders furnished to him by the Opium Agent, either for maintaining, reducing or extending the area within his charge. These orders of the Agent should reach the Sub-Deputy Agents not later than a fortnight prior to the date fixed for the submission of the forecasts. By the help of these orders and the statistics at his disposal he will be able to decide in which pergunnahs or beats and licenses of his charge he should retain, increase, reduce or strike out cultivation. This forecast will be accompanied by a rough sketch map laying down the limits and scope of the proposed settlements.

131. The records necessary to be maintained in every division and sub-division towards the attainment of this end, as well as for serving as a permanent guide to the staff in the effective management of their charge, are :—

(*i*) A parganawar map of the district or sub-division.
(*ii*) Three years' settlement register.
(*iii*) Village inspection register.

132. A good map of the district will furnish the key to the whole system of village record. In every sub-division will be kept a standard map obtained through the Opium Agent on a scale, if possible, of not less than one mile to the inch, the latest settlement maps being obtained when procurable. From these standard maps will be prepared by the officer in charge of the sub-division annually, if necessary, parganawar *opium* maps, each paragana forming a separate tracing.

133. Every village in which poppy cultivation is allowed and every hamlet with a separate license will be shown on the opium map. Every such village in which poppy is grown should have a separate number, and these numbers should run consecutively through each zilladar's beat, each pargana having a separate series. A hamlet being an integral part of a village, there is no necessity for giving it a serial number unless it has a separate license, in which case it should be treated as a separate village and numbered accordingly. As a general rule, a license should be confined to one village, but where, for any special reason, there is more than one village in a license, the first village will be given the number, say 8, the second will be numbered 8½, the third 8⅓, and so on. No license should, as a rule, extend over more than three villages. Villages in which licenses are given for the first time should bear the number of the nearest poppy village with small alphabetical letters alongside. Thus the number of a village is 50, and three new villages in its neighbourhood are to be numbered, the numbers would run 50*a*. 50*b*, 50*c*.

134. The boundaries of zilladars' beats should be distinctly marked on the opium map, and the numbers of these beats painted in Arabic figures of a larger type than the village figures, the village figures being in red, and those of the zilladars' beats in blue. No zilladar's beat should on any account comprise portions of two parganas, and the numbers of the zilladars' beats should be carried in a consecutive series through the entire gomashta's charge. Thus, if there are 16 zilladars in a gomashta's charge, the numbers should run from 1 to 16. The series should commence at the left upper extremity of the opium map and be carried backwards and forwards, and steadily through each pargana and then continued to the pargana which comes next in order. Thus, suppose there are three parganas in a gomashta's charge divided into sixteen beats, the beat numbers of the first pargana will run (say) from 1 to 3, for the second from 4 to 10, and for the third from 11 to 16.

135. Villages in which poppy cultivation has been temporarily prohibited will be marked with a black cross over the number in the Opium map, thus $\overset{+}{32}$. Villages permanently prohibited from cultivating poppy will be marked on the map thus $\overset{\oplus}{32}$. The serial number of those villages in which poppy cultivation has been either temporarily or permanently prohibited will be allowed to stand.

136. To show the cultivation and average outturn of a village, blocks* will be used, the length of the blocks showing the cultivation, the colour, the average produce per bigha. It is to be understood, however, that where, by the too close proximity of villages or by the

* These blocks will be on a scale of 50 bighas to the inch in length.

too great length of blocks, these are apt to overlap each other, the width of the blocks might be reduced as occasion requires.

The blocks will be coloured—

Red for an average of 6 seers and above per bigha.

Blue for an average above 3 seers and up to 6 seers per bigha.

Yellow for an average of 3 seers and under.

Villages the average of which exceeds 8 seers per bigha should be marked with a distinctive star, thus *. When more than one license is issued for a village, a separate block should be entered for each.

137. Every opium map will have recorded on it the following references (*vide* specimen map in appendix) :—

(*i*) Scale of map.

(*ii*) Colours of blocks for average—

Red, 6 seers and above per bigha.

Blue, above 3 and up to 6 seers per bigha.

Yellow, 3 seers and under per bigha.

(*iii*) Average over 8 seers per bigha ✳.

(*iv*) Prohibited villages—

Temporary, thus +.

Permanent, thus ⊕

(*v*) Village numbers ; small red figures.

(*vi*) Zilladars' beats ; large blue figures.

These opium maps should be prepared on tracing cloth, and annually, as a record of the changes that take place from year to year in an opium sub-division.

138. Every gomashta will keep up a vernacular map, which will correspond in every respect with the English opium map. Mohurirs will keep up similar maps of their respective circles.

139. The three years' settlement register (Opium Form No. 31) will be kept up in every sub-division. The object of this register is to provide an easy comparison of the results and claims of the various licenses, and it will be drawn up annually and parganawar, the beats of the several zilladars being kept distinct and the villages being shown in serial order as numbered on the opium map. With the help of this register and the map which gives the position of a village or license with regard to other opium cultivation, an officer making settlements should be in a position to estimate the merits of a license and to decide whether it should be retained, reduced, or disestablished. Columns 14, 15, and 16 of the register will be filled up as the settlements proceed, and for the rest of the year this village register will be useful as a record from which all the chief points of a village or license can be readily ascertained.

140. There will be prepared and kept up in each sub-division a register (Opium Form No. 32) called the village inspection register. This record will be of a permanent character as a guide to officers in forming an idea of the capabilities or requirements of their charge, except for such additions to the notes as officers may find it necessary to make in the course of their inspections of the villages from year to year. The register will be renewed as occasion arises, but it should ordinarily last for at least six years As with the three years' register, the village inspection register will be kept parganawar, and the

villages will be entered according to their serial number on the map, the details of settlements, measurements, and outturn being filled in from the departmental books at the close of each operation.

141. Under the printed headings on one page of this village inspection register, under each village, will be shown as a permanent record certain fixed and prominent characteristics of a village, such as the character of the soil, the castes inhabiting it, the manures procurable and ordinarily used, the means of irrigation, the crops raised which might enter into competition with poppy, and other general and physical features and peculiarities of the village. And under the heading of inspection remarks will be recorded annually the notes of the inspecting officer, on the state of the lands and crop and any special circumstances of interest arising, and these remarks should be signed and dated.

SECTION II.

Engagements with cultivators.

142. Settlements or engagements with the cultivators will ordinarily be begun on or about the 15th August in each year. It may be necessary to begin them sooner or later as necessary, with reference to the final adjustments of the preceding year, which are often made simultaneously with the settlements, or with reference to the completion of the requisite books and records.

143. Subject to the orders of the Agent, the Sub-Deputy Opium Agent of the division is entrusted with the entire control over the settlement operations of his division. The engagements of the sub-division or sub-divisions forming his head-quarters charge will be carried out by him personally, while those of a sub-division under immediate charge of an Assistant Sub-Deputy Opium Agent will be conducted by the latter under the general control of the Sub-Deputy Agent.

The primary responsibility, however, of the gomashta, in all payments for cultivation, as laid down in Chapter II, Section V, Rule 82, is in no way relaxed. During the settlements, therefore, it is his duty to see that no money is paid to or through lumberdars of doubtful solvency. He should fully satisfy himself that the lumberdars* are the parties represented; that they are the chosen representatives of a majority of the ryots in each license, and as such approved of by the Sub-Deputy Agent and that the security bonds tendered by them are valid. Whenever he may have doubts as to the expediency of any lumberdar or cultivators being trusted with advances, he should at once bring the matter to the notice of the officer in charge in writing, giving his reasons and taking the orders of his superior.

144. The requisite registers and books as laid down in Chapter III, Section I, being ready, every Assistant in charge of a sub-division should submit to his Sub-Deputy Agent on or about the 15th July a report of the date on which he proposes to commence the settlements of his sub-division, setting forth his grounds for proposing an earlier or later date than the 15th August, whenever this appears necessary.

* As far as possible, a lumberdar should not be a zemindar, thicadar, his agent, or a putwari.

145. On receipt of his Assistants' reports, the Sub-Deputy Agent will approve or modify the date proposed, and will communicate his orders in this matter, without delay, to the Assistants; and having fixed the date for his head-quarters sub-division or sub divisions, he will then submit a general report for his entire division to the Opium Agent, on or before the 1st August, as also inform the Collectors of the districts comprised in his division.

146. The settlements should be conducted, not only at the appointed head-quarters of a sub-division, but also at as many places in the interior of the district near the homes of the cultivators as can conveniently be arranged, the proposed arrangements being duly embodied in the reports to the Opium Agent and to the Collector prescribed in Rule 145.

147. The date for the commencement of settlement operations being fixed, each officer will prepare a memorandum showing the order in which the settlements of the several zilladars' beats are to be taken up, and the date or dates fixed for each beat. In preparing this memorandum the officer should bear carefully in mind the prevention of too large a concourse of cultivators at any one time, and the efficient performance of the work without undue hurry.

148. Every zilladar will then receive a written order or "hukumnama," which will be issued to him through the gomashta in accordance with the above memorandum, directing him to have the cultivators of his beat in attendance at the appointed time and place. Should any cultivator wishing to engage be unable, through sickness or other unavoidable cause, to appear personally before the officer making settlements, the zilladar will obtain from him a power-of-attorney (Opium Form No. 33), with his signature or mark affixed in the presence of two respectable witnesses, stating definitely the quantity of land he wishes to bring under poppy cultivation, accepting the terms of any kabuliat or liability that may be entered into or undertaken by the other cultivators of his license, and authorizing the lumberdar to receive the advance on his behalf. These powers-of-attorney will be exempt from stamp duty.

149. As far as possible the settlements of a beat should be made on the appointed date or dates, so as to prevent accumulation of men. Should this, for any unavoidable reason, be found impracticable, the men of the earlier dates should have preference over those summoned later. But cultivators absent on their appointed dates will not be entitled to displace those who, though summoned for a later date, are present in their proper turn. Such absentees must wait till circumstances admit of their licenses being taken up, unless the officer is personally satisfied that the delay was due to circumstances over which the absentees had no control.

150. All officers making settlements will be guided, as to the area to be engaged, by the orders of the Opium Agent on the forecast of settlements previously submitted by them (*vide* Chapter III, Section I, Rule 130).

151. The officer making settlements will be seated with the three years' register (Opium Form No. 31), the pargana maps and the registers of proscribed and indifferent cultivators before him. Beside him

will be seated the gomashta of the sub-division with the vernacular maps and books, to advise him whenever necessary, and also the four mohurirs of the sub-division, one to write up the joint kabuliat (Opium Form No. 34), another to fill in the miniature license (Opium Form No. 35), a third to call out the names of the cultivators and their past cultivation and average outturn in serial order from the Opium khasra, and the fourth to check the figures of cultivation and advances in the joint kabuliat and miniature licenses separately and with each other, and to strike the totals in the joint kabuliats as the settlement of each license is completed.

152. Officers will be careful to see that orders prohibiting cultivators who have been convicted of offences against the opium laws from again cultivating poppy are strictly observed, and they will impress upon all lumberdars concerned that if proscribed cultivators are found sowing poppy either directly or through the medium of relations not having separate interests, they will be liable to forfeiture of their licenses and commission, and the cultivators themselves will be subject to prosecution under the law.

153. In determining whether the area of a license should be increased or decreased, the officer should be guided by the data of previous years as recorded in the three-years' register, by the notes recorded in the village Inspection Register by himself or by his predecessors, and by his own personal knowledge of local conditions, should he previously have visited the locality during the cold weather tour. The opinion of the gomashta should also be taken, and whenever it may differ from that of the officer himself, the matter should be carefully considered before action is taken.

154. The engagements should be perfectly voluntary on the part of the lumberdars and other cultivators, and officers will be strictly guided on this point by the existing law on the subject (sections 8 and 9, Act XIII of 1857), but on any withdrawal of cultivation the gomashta should enquire into the cause of it and report the results for the consideration of the officer in charge. It should, however, be carefully explained to every lumberdar that he should engage strictly with reference to the capability of his village, and that should he sow less than the area he engages for, he and each defaulting ryot will be liable to punishment under section 10 of the same Act.

155. The officer making settlements will be competent to reduce the area for which a license is asked, should he see good reason for so doing. In all such cases the grounds for reduction should be carefully considered and fully explained to the lumberdar.

156. When appointing lumberdars, reference will be made by the gomashta to a book (Opium Form No. 36), which he will keep up in addition to the register of proscribed cultivators, wherein will be noted, with the officer's initials and the date, all orders directing the dismissal or removal of lumberdars for offences other than breaches of opium laws; and in the event of such men being brought forward again to be appointed, he will bring to the notice of the officer in charge the reasons which caused their previous removal.

157. It is the duty of a gomashta in making the settlements to ascertain that all the cultivators in a license are able and willing to

undertake the cultivation to the full extent to which they are about to engage, that the land is adapted for the growth of the poppy and free of litigation; that the lumberdar is acceptable to a majority of such cultivators; and if he be not so, will bring forward, for the approval of the officer in charge, a representative cultivator who should be selected by, and acceptable to, the other cultivators. He will also be careful that no cultivator in arrears* is given an advance, except when such arrears are due to circumstances over which the cultivator had no control, and grace is allowed under the orders of the Opium Agent previously obtained.

158. A license should be confined within the boundaries of the one village licensed. Where one or more hamlets are comprised in a village, they may be included with the parent village, or at the discretion of the officer a separate license may be given to any hamlet or hamlets which are situated at a distance and distinctly separate from the main village; but in no case should the licenses of two separate villages be allowed to extend to one and the same village or hamlet;† nor under ordinary circumstances should one license be allowed to extend to two or more villages, or two licenses be given to one and the same village or hamlet, save under the circumstances noticed below.

159. A license may include any number of bighas within the boundaries of a village. If, however, any license is found to be too large and unwieldy, only as a special case a second license may be given in the same village or hamlet: 50 bighas might be roughly taken as sufficient for one license For any large excess over this area a second license may be given.

160. The preliminary arrangements being made and all necessary books and papers being before the officer, he will call up the lumberdar and cultivators of one license at a time. Beginning with the lumberdar he will take up each man singly and enquire from him the area which he wishes to bring under poppy cultivation. Having satisfied himself from the records or by direct enquiry that the figure named is within the capability of the one man under consideration, that his average yield of previous years is satisfactory, and that no reason exists why the full area asked should not be licensed, the officer will direct the area and the advance at the prescribed rate for the license to be entered against the man's name in the joint kabuliat and his miniature license to be prepared.

When all the cultivators in a license have been disposed of as laid down above, the officer will examine the kabuliat to see that everything is in order and that no erasures exist without his attestation; he will then initial at the foot of the entries in the document, so that no subsequent additions can be made without his knowledge. The kabuliat and miniature licenses belonging to the license will then be made over to the mohurir told off for the purpose, who will compare and check the entries and will strike the totals in the kabuliat.

161. Each license in the beat summoned for the day will be dealt with as laid down above, and when the licenses of the day have been

* Well advances and other authorized loans are not included in the term "arrears" mentioned here.

† Villages A and B have each a license; C, an adjoining village, has no license, and is allowed, as a special case, to sow under the license of A. B must not be allowed to extend to C.

concluded, the officer will check the totals of area and advance in each kabuliat and will prepare the pargana abstract (Opium Form No. 37), showing parganawar the licenses to be issued and the quantity of lands to be engaged during the day; and the general abstract, in the same form, showing the totals of each pargana and the gross totals at the end of the day's work. The subordinate staff will prepare similar abstracts in the vernacular settlement and measurement book (Opium Form No. 38), independently of the officer, and the results will be compared and tallied daily.

162. The preliminary engagements of the licenses summoned for the day having been completed and the abstract and grand totals prepared, the remaining settlement books and documents will next be written up in all requisite detail, both in English and in vernacular, viz.—

(*i*) The payment register (Opium Form No. 39).
(*ii*) Joint license (Opium Form No. 40).
(*iii*) Security bond (Opium Form No. 41).

The payment register will show the lumberwar engagements and payments of each pargana separately in serial order, and it will be checked by the officer with the parganawar abstract of settlements prepared by him. The joint licenses will be prepared in prescribed form from the vernacular settlement register, but the names of the cultivators will not be entered until the measurement season; the security bonds will also be prepared at the time the engagements are made.

163. The advances to be given for the cultivation of the poppy before the opium is brought in for weighment will not exceed two, the first advances being given at the period of entering into engagements with the cultivators, the second in January or February after the crop is sufficiently advanced and the prospects are considered favourable.

164. The rate of first advance will be regulated as far as possible by three years' average yield per bigha of a license, the following scale being adopted at the discretion of a district officer:—

Average yield per bigha.	Advances per bigha.
	Rs.
Three seers and under	5
Over three and under five seers	6
Between five and six seers	7
Six seers and above	8

The second advance is not usually given in the Benares Agency; but where in the opinion of the officer in charge the necessity exists for giving such an advance, the special sanction of the Agent should be taken, and it should be so regulated that the total of the first and second advances does not exceed Rs. 8 a bigha. In all cases where a district officer considers that the maximum rate laid down above should be exceeded, the previous sanction of the Opium Agent to such payment should be obtained in writing.

165. The documents detailed in Rule 162 being ready, the gomashta will submit a cash requisition for the day in vernacular [Opium Form No. 8 (*a*)] compiled from the vernacular settlement and measurement register. The officer or his clerk will prepare the similar English form

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from the English records, which will be compared with the vernacular copy by the officer himself.

The officer having found the cash requisition correct will write up his cash-book and compare it with the vernacular "rokár," both being written out in lumberwar detail, and will then issue from the treasure chest, into the gomashta's hands, the sum required for the day's payments. The gomashta seated beside and in full view of the supervising officer will count and lay out the total amount (which will be verified by the officer) and will then commence the payments.

166. The lumberdar with the cultivators of his license will appear before the officer making the payments, who has his subordinate staff consisting of the gomashta, the circle mohurir, and the zilladar of the beat at hand to identify the parties and to answer all questions relating to them. Before beginning payments the officer will attest each security bond by asking the lumberdar (or lumberdars) who stands surety for a license if he (or they) is agreeable to the conditions laid down, and the officer will then initial the deed. With a view to reducing the chances of complicity, care should be taken to prevent as far as possible the lumberdars of two licenses standing security for each other's license. The cultivators, for the identity and trustworthiness of whom the lumberdar is primarily responsible, will first be taken one by one. As each man comes up, an advance* proportionate to the quantity of land shown against him in the joint kabuliat, already prepared, will be made over to him; simultaneously the miniature license (Opium Form No. 35) of the cultivator will be handed over to him, the officer entering on it in English figures the amount paid and initialling it. The cultivator will on his part affix in the presence of the officer his signature or mark in the proper column of the joint kabuliat in token of his agreeing to its terms in consideration of which the advance has been made to him. The lumberdar will be taken last, so that his presence during the settlements of his entire license is ensured. On the conclusion of the settlement of a license, the officer will attest the signatures in the joint kabuliat by enclosing them within brackets and initialling them, and will likewise attest the English figures of the total of advances in the joint license with his initials. The kabuliat will be retained in the office for record, and the joint license will be made over to the lumberdar. Finally, the officer will attest with his initials immediately below the figure in the payment register the amount shown against the license.

167. It is probable that notwithstanding all endeavours to collect all the cultivators a few will be absent, and a small sum of money will remain undistributed in consequence. In such cases the names of the absentees, supported by their powers-of-attorney and vouched for by the lumberdar, with their land and advances, will be entered in the joint kabuliat after those who are present in order that the cultivators present and the sureties may know exactly the parties who are included in the licenses. The balance of the money, together with the miniature licenses of the absentees, will be made over to the lumberdar for subsequent distribution, a note being made, on the joint kabuliat, of the

* All payments for cultivation and produce even when they exceed Rs. 20 are exempt from stamp duty.

amount with the lumberdar, which should be attested by the lumberdar's signature in the officer's presence, the officer himself initialling and noting down the amount in English. The lumberdar will then be directed to return to his village with instructions to await the arrival of the circle mohurir and zilladar before distributing these remaining advances, and he should be made to understand that these advances are not to be distributed except in the presence of the mohurir and zilladar.

168. As soon as the settlement of a mohurir's circle is completed, the zilladars of the circle, each of whom will be furnished by the gomashta with a zillabandi in proper form (Opium Form No. 41½), will proceed to their several beats to prepare for the distribution of the balance of advances remaining, and the circle mohurir himself will, at the conclusion of the settlements of the sub-division, proceed rapidly through the villages of his circle, beat by beat, completing, with the help of the zilladar of each beat, the distribution of the undisbursed advances as he goes, and taking the signatures to the joint kabuliat of all cultivators receiving advances and having these signatures attested by two respectable witnesses. The mohurir in token of its correctness will affix his signature against each cultivator's acknowledgment, checking, as he goes, their miniature licenses, which he will deliver over to each The entire distribution over a mohurir's circle should be completed within a fortnight or three weeks from the time the mohurir sets out, so that the work is completed before the sowings begin; at its conclusion the mohurir will return to headquarters with the joint kabuliats for the officer's inspection and countersignature. These kabuliats will be retained in the office for record, a copy of the engagements and advances shown in each kabuliat being made and kept by the mohurir for his own and the zilladars' reference. The zilladars will be left behind in their beats to begin at once the "lata bandi" or rough preliminary measurements of the lands engaged for. During the period a circle mohurir is out in the district distributing these remaining advances, he will submit regular weekly reports of the work done, through the gomashta, to the officer in charge.

169. All lumberdars should be made to understand their position towards the department as paid agents of Government, their remuneration being the commission paid to them on the yield of their licenses and "khurchan" from their cultivators' pots. They should be held responsible therefore for the engagement of suitable lands, for the progress of the work of distributing advances to cultivators who should be trustworthy men, for the proper cultivation of the lands within their licenses, and for the collection of outstanding balances from the cultivators under them. Sub-Deputy Agents, and Assistants in independent charge, should exercise their discretion in punishing lazy or inefficient lumberdars by withholding their "khurchan" and commission, or by removing them from their posts if necessary. The appointment and dismissal of lumberdars will invariably be under the written authority of the officer in charge.

170. On the 7th, 14th, 21st and last day of each month, every Assistant making settlements will submit to his Sub-Deputy Agent a weekly report of settlements (Opium Form No. 42), and the Sub-Deputy

"170. On the 7th, 14th, 21st and last day of each month, every assistant making settlements will submit to his Sub-Deputy Opium Agent a weekly report of settlements (Opium Form No. 42) and a return of powers-of-attorney issued (Opium Form No. 42½), and the Sub Deputy Opium Agent will compile general returns for the whole division, submitting the same to the Opium Agent on or about the 8th, 15th, 22nd and 1st of each month. On the last weekly reports of the season the word 'final' should be entered at the top, and they should be accompanied by a final abstract of settlement (Opium Form No. 43) and a docket reporting the conclusion of settlements." 18-4-93.

Agent will compile a general report for the whole division, submitting the same to the Opium Agent on or about the 8th, 15th, 22nd and 1st of each month. On the last weekly report of the season the word "final" should be entered at the top, and it should be accompanied by a final abstract of settlements (Opium Form No. 43) and a docket reporting the conclusion of settlements.

171. It is distinctly to be understood that all the settlement operations and the payment of advances, whether at the head-quarters or in the interior of the district, are to be conducted personally by the Sub-Deputy Agent or his duly authorized Assistant; and whenever from any cause a Sub-Deputy Agent or his Assistant may be unable personally to superintend these duties, he will duly report the circumstances for the information and orders of the Agent.

172. As soon as practicable after the conclusion of the settlement operations, the gomashta and his entire subordinate staff will proceed into the district, and will satisfy themselves that the advances to absentees have been properly distributed, and that the full quantity of lands engaged for are being duly brought under preparation for the sowings.

172 (*a*). At the close of the settlement the Agent will prepare from the district officers' final settlement reports and submit not later than the 15th December, for the information of the Local Government, a statement showing the districts and parganas in which poppy cultivation has been permitted for the ensuing year.

CHAPTER IV.

TOUR, INCLUDING INSPECTION AND MEASUREMENT OF CROP.

173. All officers of the Agency will ordinarily commence the cold weather tour on the 1st of November.

When necessary, officers may go into camp before that date, but in such cases, as well as when an officer goes into camp after the 1st November, the reasons which necessitate the deviation from rule should be fully reported, and the Opium Agent's sanction previously obtained.

174. The cold weather tour of each officer should be carefully prearranged on a well-considered plan, depending upon the parts of the district yet remaining to be inspected, the state of the crop, enquiries regarding suspicious cases and proscribed cultivators, wells to be inspected, probable extension or restriction of cultivation, &c. In accordance with such a plan each Assistant in charge of a sub-division will submit to the Sub-Deputy Agent of the Division, not later than the 15th October in each year, a programme of his proposed tour, together with a sketch map. These, with his remarks on them, and accompanied by the plan and sketch map of his own tour, the Sub-Deputy Agent will submit, not later than the 25th October, for the approval of the Opium Agent. If the date fixed for commencing the tour is not earlier than the 1st November, officers should proceed into camp in accordance with the plans submitted by them without waiting for orders, should these be delayed Whenever it may be found necessary during the course of the tour to depart from the programme originally sketched out, the matter should be reported specially.

175. Similarly, the gomashta will submit to the officer in charge his proposals for the tour of himself and the mohurirs. The Sub-Deputy Agent or Assistant in charge of a sub-division should consider and approve or revise the line of march to be taken by the gomashta and the subordinate staff, so that the best use may be made of the time. In doing this it should, as far as possible, be so arranged that the route of march of the officer and the gomashta may be in opposite directions, in order that a maximum of supervision may be obtained. Only in exceptional cases when the officer has any reason for ordering the gomashta to his camp, or wishes to make any special enquiries, should both the officer and the gomashta be inspecting in the same locality.

176. The ordinary halting time of officers in camp will be two days at each encampment, that is, the day that the camp moves to the place and an additional day, and when an officer's camp is moving through a tract of country containing no poppy cultivation, daily marches should be the rule, Sundays not being taken into account in either case. But in the event of rain, or when there is sufficient work at any one encampment to necessitate a longer halt, such as the

inspection of a large number of poppy villages within reach, a deviation from this rule may be made, the cause being clearly shown in the diary.

177. Each officer's tour should be so arranged and carried out as to embrace the entire circuit of his charge, which should be inspected at least once within the 1st November and the 15th March. Within this period he should endeavour to inspect as many villages as possible, and if by reason of the extent of the charge it is not possible to visit every village, preference should invariably be given to such villages as were not inspected in the previous season, and no poppy village should be left uninspected for two consecutive seasons. Ordinarily an officer's cold weather tour will end on the 15th of March, unless leaf weighments, or other recognized duties, necessitate his presence at headquarters earlier. Reasons for terminating the cold weather tour before the 15th March should be clearly shown in the officer's diary.

178. Under the following heads are detailed the duties to be performed by an officer while on tour :—

(*i*) General inspection of crop, settlement of disputes between cultivators, &c.
(*ii*) Keeping up of the village inspection records.
(*iii*) Keeping up of a diary.
(*iv*) Enquiries as to embezzlement of produce, and suspected and proscribed cultivators.*
(*v*) Inspection of wells constructed or repaired through the Department, and enquiries as to the necessity of giving further advances.*
(*vi*) Testing the measurements of subordinates.
(*vii*) Instructions to subordinates and cultivators regarding collection and proper preparation of opium.
(*viii*) The proper manufacture of poppy flower leaves, and the full supply of leaves and trash.
(*ix*) Inspection of departmental buildings, if any.
(*x*) Supervision of the work of subordinates.

179. In connection with the general inspection of the crop an officer should see that good and suitable lands are brought under cultivation, and that the lands are properly irrigated and weeded. He should note carefully instances where inferior lands have been sown, or sufficient care is not taken of the crop by the cultivators, in order that unproductive cultivation might be struck out of his charge. He should interview the lumberdar of every license he inspects and ascertain if there are any complaints to be made ; he should note on the lumberdar's joint license the date of the inspection with his initials, and throughout his tour the opium officer should strive to make himself accessible to the cultivators, and in all intercourse with this class to studiously and unremittingly endeavour to conciliate and prove to them a determination on his part to protect their interests, and to see every just due faithfully paid.

180. The bringing up to date the village records of a sub-division is a daily task throughout the cold weather tour, and should go hand in

* Full information under these two heads is given in Sections VII and VIII, Chapter II.

hand with an officer's other duties. The date of inspection of a village will be invariably entered in the village inspection register, as well as other matters of interest, such as the state of the standing crop, the efficiency of the lumberdar, the sufficiency or otherwise of the means of irrigation, whether advances for wells are sought after, the presence on the license of bad and unprofitable cultivators, the merits of the village as gauged by the average outturn, its capabilities for extending cultivation or the necessity for reducing it. Where a village has not been visited before, its permanent characteristics should be recorded in the register, and the map should be inspected to see if all the details are correctly brought up to date. The date and the results of test measurement should always be entered in the register where lands of a village have been measured.

181. Every opium officer will keep up a diary throughout the period of the cold weather tour, in which he will enter a clear report of all business transacted by him daily. The original diary will be written in a book, which will be retained in the office as a record, a sufficient margin being left on each page for the remarks of inspecting officers, or for transcribing orders passed by the Sub Deputy Agent or Agent on any special points in the weekly copies that will be submitted.

182. The subjects which ought to find a place in the diary are laid down here as a guide:—

(*i*) The distance from one camping ground to another, and the route taken, reasons being given for halts.

(*ii*) Names of villages inspected, with the date of last inspection, and if test measured, with the date of last test measurement.

(*iii*) Prospects of the season, state of the weather, and the condition of the crop.

(*iv*) Sufficiency or otherwise of irrigation, and whether well advances are needed or asked for.

(*v*) General remarks descriptive of the country and soil, and the capabilities of the tract for extension or necessity for reduction of cultivation.

(*vi*) Action taken for guarding against embezzlement of produce and preventing suspicious and convicted persons from having any connection with the cultivation.

(*vii*) Character of the work being performed by subordinates and lumberdars.

(*viii*) Condition of sub-divisional buildings.

Other points of interest affecting the cultivation or the administration of the Department may arise, and these would suggest themselves and be noted in the diary, which should be concise. Discussions on theoretical matters and remarks on ordinary routine duties should be avoided.

183. Throughout the camping season and at the close of each week (a week running from Sunday to Saturday), every Assistant will submit a copy of his diary to the Sub-Deputy Agent of his division. The copy will be commenced in Opium Form No. 44, wherein full details under the several headings will be entered, and if one form is not found

"completion." 18-6-92.

"Simultaneously with the submission of the report to the Government of India, the Agent will also submit the report in duplicate to the Board of Revenue." 9-11-96.

"in duplicate" 9-11-96.

sufficient, the copy will be continued on ordinary foolscap paper (half margin). The Sub-Deputy Agent will record his remarks thereon, both with reference to the character of the Assistant's work and to any special points requiring orders, and a copy of these remarks the Sub-Deputy Agent will at once forward to the Assistant. The Sub-Deputy Agent will then forward to the Agent, for his information and orders, the copies of the diaries submitted by the Assistants, with his remarks thereon in original, together with a copy of his own diary for the week, drawn up in similar form.

184. Along with the weekly copy of the diary every officer will submit a sketch map of his charge, showing his movements during the week. In this map only the names of camping places of the week just ended, together with the dates of stay at each place, will be shown, and not the names of villages inspected. The direction of marches will be shown by small arrows and connecting lines between successive camps, and each weekly sketch map will be brought up to date, showing by connecting lines and arrows the movements of the officer from the commencement of his tour.

185. From the beginning of November until the commencement of weighments, every Sub-Deputy Agent will submit to the Agent an estimate report (Opium Form No. 45) for the periods ending 7th, 14th, 21st, and end of each month. This statement, which is intended to place before Government as accurate an estimate of the probable results of the season as can be formed by each officer as the season progresses, should be very carefully* prepared, the grounds for framing the estimate being succinctly but clearly stated. Changes in the estimate of produce should be distinctly shown in red ink, with explanatory remarks accounting for the change. The Sub-Deputy Agent's estimate report will be based on his own observations, as well as on the weekly estimate reports in the same form, which each Assistant in his Division will submit to him in the manner laid down here. Every district officer will also inform the Collector or Deputy Commissioner of his district by letter, weekly, of the state of the poppy crop in his district, and of any changes occurring in the prospects of the season. The estimate of outturn should not be given.

186. On receipt of these estimate reports from all the Divisions, the Agent will compile a report for the entire Agency on a similar form for submission, direct to the Secretary to the Government of India, Department of Finance and Commerce. The dates for the submission of the Agent's reports are a week later than those given in Rule 185 above, the report for the 7th being submitted on the 14th, and so on. A monthly estimate report in the same form will be submitted at the beginning of each month to the Board of Revenue.

187. Immediately after the settlements, and before the zilladars are sent out into their beats for the rough measurement ("lattabandi"), every officer will examine the lattahs or luggees to be used within his charge for measurements. These should be measured, sealed, and the ends bound in brass or iron, and periodically tested during the

* Until the crop is sufficiently forward to enable an officer to form a fairly correct idea of the prospects, the column for estimate should be based on the previous five years' average outturn calculated on the cultivation.

tour with a standard lattah* which every officer will carry with him into camp.

188. Before commencing the cold weather tour, each officer in charge of a division or sub-division will distribute among the mohurirs, permanent and temporary,† the beats of the zilladars which each is to measure, the beats allotted to the permanent mohurirs being comprised within their own circles. The measurement by the native staff should be arranged in advance of the officer's and gomashta's line of march, so that the test measurements may be commenced as early as possible. All measurements by the subordinate staff should commence by the second week in November and be completed by the end of January or earlier.

189. Particular care should be taken by the measuring staff that unsown and unprepared lands are not measured on the promise of being sown later. It may happen that the whole cultivation of a license has been sown with the exception of a few fields, and to delay the measurements of the license would seriously affect the entire measurements of the mohurir. In such a case the fields may be measured, provided they are fully and unmistakably prepared for the reception of the seed, the boundaries being carefully noted and a note made, dated and signed by the measuring mohurir in all the records, viz., khasra, the joint and miniature licenses, and the list that is submitted to the Collector, to the effect that the land, though prepared, had not been actually sown, and the zilladar of the beat should be given a list of such lands and ordered to report within a certain time if the lands in question have been actually sown.

190. On recording the measurement of a license, the measuring mohurir will be careful that the lands pertaining to the main village and its hamlets, when incorporated under one license, are not intermixed, but shown separately in the khasra, the main village first and then its hamlets. Thus:—

Village Rampur—

			B.	B.	D.
Girdhari lumberdar	...	...	1	10	0
Sital Kachi	...	...	1	2	0
Doman Kahar	...	...	0	8	0
			3	0	0

* The standard lattah for opium measurements measures 5½ hâths, of 18 inches to a hâth, or 99 inches in length. A bigha therefore is equal to 27,225 square feet, or 3,025 square yards, and is equal to five-eighths of an acre.

Thus:—

1 lattah or luggee	=	8¼ feet.
20 lattah	=	165 feet or one side of a bigha.
Ft. Ft.	=	27,225 square feet.
165 × 165	=	3,025 square yards.
	=	625 acre.
∴ 10 bighas	=	6·25 acres, or 6¼ acres.

† Temporary men for this duty will only be employed if the permanent staff of mohurirs is insufficient to measure the entire area of poppy cultivation comprised within the circle of each, such temporary appointments being previously sanctioned by the Agent.

Pura Ahiran, 2 miles west—

			B.	B.	D.
Gobin Ahir ...	...	...	0	10	0
Shewdin ...	...	...	1	6	0
			1	16	0
	Total	...	4	16	0

On completion of the measurement of a license the mohurir will enter in the proper columns of the joint license of the lumberdar and in the opium khasra (Opium Form No. 46) the names of the cultivators and the measured lands of each, care being taken that the parent village and hamlets are shown separately; he will also enter in each cultivator's miniature license the quantity of land measured in his name. These entries will be in Hindi, but the khasra may be written in Hindi or Urdu. He will at the same time write up the settlement and measurement book.

The mohurir will be careful to witness personally the measurement of each field before he makes his entries in his khasra.

191. During the progress of measurements the mohurirs will submit weekly returns, which should be carefully scrutinized by the officer in charge, who should enquire fully into each case of short cultivation. Where deficiency in measurements over engagements is marked, the excess of advance should at once be recovered,* and if sufficient grounds exist for considering that there has been a wilful breach of contract on the part of a cultivator, the sanction of the Agent should be taken for prosecuting the offender under section 10, Act XIII of 1857.

Cultivators are prohibited from sowing in excess of engagements, and all excess or unlicensed cultivation found should be enquired into and dealt with on the merits of each case.

Excess or deficiency up to 5 per cent. may be due to an unequal fall of the "lattah," and should not be taken into account.

192. On completion of the measurements of a sub-division, the officer in charge will at once submit the results to the Sub-Deputy Agent (Opium Form No. 48), and when similar returns from all his sub-divisions have been received, the Sub-Deputy Agent will submit to the Agent a general report in the same form for his entire division. The Agent will then submit a final measurement report (Opium Form No. 49) to the Board, compiled from the returns of the Sub-Deputy Agents. The measurement books should as soon as practicable be submitted, through the gomashta (and Assistant in sub-divisions), to the Sub-Deputy Agent, who will submit these books of his division to the Opium Agent not later than the 15th February in each year.

193. The officer in charge of a division or sub-division will begin his test measurement of the cultivation soon after proceeding into camp, with the object of ensuring that the proper amount of lands engaged for are being brought under poppy cultivation, and of checking

* In cases of recoveries of every description from cultivators a receipt (Opium Form No. 47) for the amount recovered, signed by the officer in charge of the sub-division, will be given to the party from whom the recovery has been made.

the work of the measuring mohurirs. Though it may be desirable occasionally to measure several licenses partially, it will ordinarily be more satisfactory to measure the lands of entire licenses. All test measurements will be done in the officer's presence, and will be entered by him at the time in his private field book (Opium Form No. 50). Test measurements should be begun early in the season and continued as long as possible. The non-completion of a mohurir's measurements is not a valid excuse for not attempting to check the area of the sowings in a license when lands have been prepared for poppy sowings; and later in the season when injury is feared owing to the forward condition of the crop, even if entire licenses are not measured, many fields will be found which can be tested without any such danger.*

194. As each license is test measured, a note will be made the same day to that effect under the village in the village inspection register with the actual test measurement and the date, besides giving the information in the diary. Where partial test measurement has taken place, the reason for this course should be stated. In selecting licenses for testing measurements, an officer is expected to use his discretion, but outlying licenses should be kept in view and measurements of licenses lying on the high road or near camping grounds should not be repeated year after year.

195. In every sub-division will be kept up an abstract of inspections and test measurements (Opium Form No. 51). In the first two columns the map numbers and names of all the villages in the pargana will be entered in serial order, and the date of inspection and test measurement and the area test measured will be entered daily after the work is done. The blanks in the various columns will thus show villages not inspected or test measured. Where a license has been partly measured, the word *part* should be written immediately below the figures. In the case of Assistants, as the inspection of a pargana or beat is completed, this abstract, together with a sketch map and the village inspection register of the pargana, will be submitted to the Sub-Deputy Agent, who should check and control the work done by his Assistants and return the abstract and register with his remarks for record in the sub-divisional office.

196. In the event of any disaster on a large scale, through hail, blight, &c., being reported to the officer in charge, he should at once report the fact through the proper channel for the information of the Agent, or if the damage is serious, by telegraph; and in such cases an Assistant in charge of a sub-division should also report direct to the Agent. He should stop all inspection work in his sub-division, call in the gomashta and mohurirs, supply them with "Field-books of injured fields" (Opium Form No. 52), and send them out to the injured villages for recording the information required by the form. The officer should himself follow and test as much as he can of his subordinates' work from these field-books, which should be submitted to him daily as they are filled up.

If the staff of a sub-division is insufficient for the rapid performance of this duty, assistance should be afforded from other sub-divisions of the division, or even from other divisions. In this way an entire

* It is also the duty of a gomashta to test measure the cultivation within his charge, and as to this portion of his duties he will be guided by the rules of this Chapter.

district might be fully inspected within three weeks; and with the injured field-books before him an officer should have no difficulty in preparing at the close of weighments a remission statement for his charge, if the disaster is considered serious enough to warrant remissions.

In every sub-division there should always be at hand a sufficient supply of these field-books for about three-fourths of the villages.

197. Every Assistant Sub-Deputy Agent will submit to the Sub-Deputy Agent once at the end of the third week in December a brief report on half-margin, accompanied by a statement (Opium Form No. 53) showing the progress of his inspection and test measurement and a statement showing the number of cases of proscribed cultivators personally enquired into up to date of the report; and in the report the proposals of an officer to utilize the remainder of the camping season to the best possible advantage should be clearly stated. The Sub-Deputy will check the work of his Assistants and ensure that a fair amount of inspection and test measurement has been done, and that the inspection work has been so distributed as to afford some check in each quarter of a sub-division. Where the work is not considered satisfactory, the Sub-Deputy Agent should at once issue necessary instructions to the officer concerned. These reports and statements of the Assistants with the Sub-Deputy's remarks in original, that officer will forward, together with a report and statement for his own personal charge, to the Opium Agent for his information.

198. Finally, at the close of each camping season a general report will be submitted by each officer reviewing the work of the season's tour and the manner in which the subordinate staff have conducted their duties. To this report will be attached a map showing the movements of the officer during his tour, a progress report in the same form as prescribed in Rule 197, showing the results of the entire season's inspection and test measurement, and also a report showing the number of cases of proscribed cultivators personally enquired into. Assistants will submit these general reports and statements to their Sub-Deputy Agents, who will review their Assistants' work and will forward them with their own reports and statements to the Opium Agent for his information.

CHAPTER V.

WEIGHMENT OF OPIUM.

SECTION I.

Preliminary arrangements and weighments.

199. Immediately the settlements of the season are completed, every Sub-Deputy Agent will make all necessary arrangements for his division for the supply of the articles, such as jars, baskets, straw, &c., required for the coming weighments. The supply of these articles will be arranged for by contract through the gomashta of each sub-division, the Sub-Deputy Agent submitting an application (Opium Form No. 54) showing the necessary details for the sanction of the Agent.

Each Assistant in charge of a sub-division will submit to the Sub-Deputy Agent the tenders received for such contracts for the requirements of his sub-division with his recommendations, and the Sub-Deputy Agent will, if he is satisfied with the proposals submitted by his Assistants, incorporate them in the general application for his division.

200. With his application for sanction to these contracts every Sub-Deputy Agent will report to the Agent the amount of advances likely to be required for such contracts in his division, and the Agent will obtain through the Board of Revenue the sanction of Government for the total amount of advances required for the Agency for this purpose.

201. On receipt of the Agent's sanction the necessary contract deed (Opium Form No. 55) and security bond (Opium Form No. 56) will be drawn up in rough, and submitted to the Collector or Deputy Commissioner of the district for the purpose of ascertaining how the legal requirements of the Stamp Act would be properly complied with, and also whether registration of the security bond is necessary. The contract deed and security bond will then in accordance with the Collector's instructions be properly prepared and executed.

202. Advances for the contracts not exceeding half the total value of the articles contracted for may be given to the contractors when necessary on the officer granting the contract being satisfied as to the validity of the security offered. These advances will be adjusted in the usual manner on completion of the contracts.

203. Periodically during the cold weather tour and immediately after it the gomashta should ascertain and report to the officer in charge the manner in which the contracts are being carried out, and he should satisfy himself that all the materials are being prepared in strict accordance with size and quality prescribed for the requirements of the Department. At the close of the tour the officer in charge will personally inspect the weighment stores, and satisfy himself that the requirements as to quantity and quality have been met.

204. At least ~~a fortnight~~* before weighments are commenced every Sub-Deputy Opium Agent and Assistant in charge of a sub-division

* In sub-divisions where leaf weighments take place this examination of weights and scales should be conducted in anticipation of those weighments.

"six weeks." 4-6-96.

will examine the weights and scales that are to be used in his district, and will report the result of such examination to the Opium Agent. The examination of the weights will be made by comparison with a set of test weights, which will be sent round by the Sub-Deputy Agent to the Assistants under him. This set of test weights will be carefully and securely kept at the head-quarters of the division when not required, and will be sent to the Sadr Factory every third year to be checked.

Weights and scales found on examination not to be strictly correct should be returned for adjustment to the Sadr Factory, and repairs to them or adjustments should not ordinarily be undertaken in the local bazars.

205. In good time before the commencement of weighments a Sub-Deputy Agent will submit to Agent for sanction an application (Opium Form No. 57) for the necessary temporary establishment, according to the authorized scale, required for conducting the weighments of his entire Division, and when actually required he will appoint the staff of clerks, mohurirs, dandidars, karkhanias, &c., for which sanction has been obtained. The Assistant in charge of a sub-division will submit his application to the Sub-Deputy Agent for incorporation in the divisional application.

206 After carefully considering the state of the season, whether it is forward or backward, and whether it has been dry or damp as affecting the proper preparation of the drug, every Assistant in charge of a sub-division will fix a day on which he intends to begin the opium weighments of his sub-division. He will report, not later than the 10th March in each year, the proposed date to the Sub-Deputy Opium Agent of his Division, who will submit by the 15th March, for the information and approval of the Opium Agent, a general report announcing the dates on which he proposes to begin the opium weighments of the several sub-divisions under him.

207. All arrangements for weighments having been made and the date fixed, the Sub-Deputy Agent, or the Assistant in charge of a sub-division, will lay down the order in which the several zilladars' beats should be taken up for weighment, and in consultation with the gomashta he will carefully consider the number of licenses to be summoned for each date, avoiding, as far as possible, the collection at one time of more men than is absolutely necessary. Sufficient licenses should be summoned so as to give, on an average, about 250 plates per scale per diem. The licenses will be summoned in through the zilladars of the respective beats by means of the summons tickets (Opium Form No. 58), which will be initialled or stamped by the district officer, and one copy served on each lumberdar, the zilladar himself taking care that notice is properly served by the lumberdar on every cultivator in a license.

208. Before the weighments begin, the gomashta will see that all rules laid down for the performance of weighment duties are thoroughly understood by all employés, permanent or temporary. He will be held answerable that all subordinate to him carry out the standing orders, and he is in no way relieved of any portion of the responsibility attaching to him for general supervision over the subordinate staff during weighments.

209. The superior staff available for conducting the weighments of a sub-division will ordinarily be a Sub-Deputy Opium Agent, or an

Assistant Sub-Deputy Agent in semi-independent charge of a sub-division, and an extra Assistant temporarily appointed for the weighments.

210. The extra Assistant is specially appointed to assist the permanent officer of the Department at a season of unusual pressure, but his appointment in no way relieves the permanent officer of the responsibility of any portion of the work.

The permanent officer will instruct the extra Assistant in his duties and will supervise the work throughout. He will satisfy himself before he commences work that the extra Assistant is able to read and understand the Hindi notation for weights and money used in departmental books, and he will see that that officer is supplied with a copy of these rules, and that they are understood by him.

211. The extra Assistant will be entrusted with the charge of the actual weighment of opium and the entries relating thereto.

The permanent officer will undertake the classification (parakh) of opium, the testing for impurities, and the payments to cultivators, and he will be responsible for the efficient supervision of the entire work of the sub-division. Save under special circumstances and with the written sanction of the Agent, no officer will work more than two scales under the superintendence of one extra Assistant.

212. As a license comes in the lumberdar will at once go to the gomashta, show his summons, and have his name recorded in a hazri book kept for the purpose. The gomashta will then issue to him a ticket (Opium Form No. 59) from a consecutive series, showing the date and order of his attendance. The licenses will be parakhed and weighed as far as possible in the order of their arrival as shown by the above tickets and according to the date fixed in the summons. Any licenses not present on their appointed date must wait until opportunity admits of their opium being parakhed and weighed, but those present on their proper dates should not be detained for those who fail to attend in their turn. Only in exceptional cases of sickness, or other unavoidable causes of which the officer is personally satisfied, should a deviation from this rule be permitted.

213. The zilladar will see that before the cultivators start from the village, each man's name and his serial number in the license are clearly written in ink on his plate of opium, and he should also ascertain that every cultivator has his miniature license. Should any be missing, he should report the matter to the gomashta on his arrival at the weighing station, and see that duplicates are supplied before the license comes up for weighment.*

214. Before work begins in the morning, the zilladar of the beat, who has been previously instructed by the gomashta and supplied with a list as to the order in which the licenses of his beat are to be examined (parakhed) and weighed, will, with the help of the temporary mohurir told off for the duty, marshal and arrange the cultivators of each license with their plates of opium in the order in which they are entered in the license, the lumberdar standing at the head with his license and summons ticket, and each cultivator with his miniature license.

215. The officer in charge will classify (parakh) the opium, marking the class on each plate with chalk. Simultaneously the class

* It is usual to levy a small penalty for issuing a duplicate : three pies for every copy, after the first, will be sufficient.

will be entered in English by a clerk in the classification sheet (Opium Form No. 60), and in vernacular by mohurirs in the joint and miniature licenses against the cultivator's name. All entries of two or more plates belonging to one cultivator must be distinctly shown on the joint and miniature licenses, and in such cases the weighment of each plate will be shown separately on all the documents.

216. Whilst the classification (parakh) is proceeding, the zilladar standing by will see that the plates of each class are being kept separate, and at the close of the parakh of the license the number in each class will be counted and compared with the classification sheet by the permanent officer, who will then initial the sheet The number of plates of each class and the total number will also be entered at the foot of the joint license which the officer will initial, entering at the same time the total number in English figures. After parakh, while awaiting weighment, the zilladar deputed will be careful that the plates of each license are kept separately, and the cultivators are so ranged round their plates that they may see but not handle them.

217. It is strictly prohibited for the extra Assistant or any subordinate to make any alterations in the classification or in the figures showing the number of plates under each class either in the classification sheet, joint license or miniature license. Any discrepancies found between the figures entered on these documents and the number of the plates of each class will be reported at once to the officer in charge, who will personally investigate the error and correct it if necessary.

218. The following table gives the distinctive marks to be used in classifying and challaning opium :—

CLASS.	Distinctive mark.	Degrees of consistence included in each class.
Bashi Bala Darawal	XXX	79, 80, 81.
Bala Darawal	XX	76, 77, 78.
Darawal	X	73, 74, 75.
Awal	I	70, 71, 72.
Doem	II	67, 68, 69.
Saem	III	64, 65, 66.
Chaharam	IV	61, 62, 63.
Panjam	V	58, 59, 60.
Shasham	VI	55, 56, 57.
Haftam	VII	52, 53, 54.
Passewah amez or passewah mixed	P. M.	
Pani amez or water mixed	W M.	
Mustubha or suspected	(S)	
Assamiwar	(A)	
Burnt	(B)	
Passewah	P	
Khurchan	K	
Government khurchan	G. K.	
Dhoi	D.	
Kuffa	Kf.	

219. All opium will be parakhed in the presence of the cultivators, and in parakhing a plate an officer will take note of the consistence, texture and aroma of the drug, and if he is satisfied from appearance that the opium is free from impurity or deterioration, he will take a specimen of from 6 to 8 grains from each plate. About 10 to 15 of such specimens will be mixed together and tested for the presence of starchy matter, and also for any other adulteration the officer suspects. Having satisfied himself as to the absolute purity of the drug, the officer will send the joint license and the classification sheet to the extra Assistant at the scales in token that the license has passed the parakh and may be taken up for weighment in its turn. The extra Assistant will make over the joint license to the permanent mohurir at the scale, and will retain the classification sheet on his table for check and comparison. With regard to the miniature licenses, the officer will at his discretion either have them collected at the parakh and sent to the extra Assistant with the joint license, or allow each cultivator to carry his own license to the scale with his plate of opium for entry of the necessary weighment figures, &c.

220. In all cases where a cultivator dissents from the classification of the parakhing officer, he is at liberty to ask that his opium be sent in separately for examination at the Sadr Factory, and in all such cases the officer will class the opium "assamiwar," and it will be put into a pot by itself. The officer will inform the cultivator of the date on which the parcel will be despatched, and will furnish him with a written order of attendance at the factory, so as to enable him to attend there at the examination of his opium if he pleases. Officers will see that this right of protest is known to the cultivators.

221. Before work begins at the scales in the morning, the extra Assistant will take the muster of the temporary establishment, and will change the dandidars, karkhanialis, and temporary mohurirs from one scale to another to prevent the same set of men working together day after day, or knowing beforehand the scale at which they will be employed. Where only two scales are to work, the entire staff should not be changed, as in that case the same body of men would work together daily, though at a different scale, but only two or three men should be changed at random to prevent, as far as possible, previous collusion. The officer in charge will satisfy himself daily that this order is being properly carried out, and that the extra Assistant keeps up a record (Opium Form No. 61) of the daily changes.

222. The subordinate staff for the weighment of opium at each scale will be as follows:—One permanent mohurir, who will write up the weighment register* and lumberwar abstract (Opium Form No. 62); one temporary mohurir† for the jar-filling book (Opium Form No. 63); one temporary mohurir for the joint license; one temporary mohurir for the miniature license; one dandidar and the necessary staff of karkhanias and coolies.

It will be the duty of the permanent mohurir before commencing work every morning to enter the names of all the above employés in the weighment register, and during the course of the day to note any

* ~~These two registers are distinct, but the form is the same.~~ S.V. 93,

† Or a permanent mohurir if one is available.

change that may be made at the scale. And the writers of the weighment register and joint license will each sign his name in their respective documents at the close of each license, as answerable for the correctness of the entries; the jar-filling book should be signed by the writer at the beginning and ending of each volume and each day's work.

223. Daily before beginning weighments the extra Assistant will satisfy himself that the scale beams are true, and that the weights are in order, and he will check the weights of the tin or brass tagars in use at each scale to see that they are of uniform weight. The tagars will be checked from time to time throughout the day by both the officer in charge and the extra Assistant to make sure that they have not been tampered with or their weights affected by use. They should frequently be changed from pan to pan, so that both are equally used for holding opium, and they should be taken down and thoroughly washed at intervals to avoid opium adhering to them and thus falsifying the weighments.

224. The extra Assistant will be seated between and close to the two scales, in such a position as to be able to see the weights placed on the scales, and to superintend efficiently the establishment employed at them. As each license comes up for weighment, the extra Assistant will, before allowing the weighments to begin, direct the lumberdar and his cultivators to appoint an umpire, who in company with the lumberdar should remain near the scale to watch the weighments throughout the time the weighment of the license is in progress.

225. The opium will be weighed class by class, commencing with the lowest class in the license and working upwards. Each cultivator will himself bring his opium to the scales, and will be seated in front so as to have a full view of the proceedings. If the miniature or assamiwar licenses have not been collected from the cultivators at the time of parakh, he will at the same time deliver his miniature license to the mohurir appointed for the purpose.

226. The opium will be taken out of the cultivator's plate in the presence of the extra Assistant by a karkhania, and it will be placed in a tagar, and the extra Assistant will see that the work of scraping the plate is properly done. When the entire quantity of the cultivator's opium has been transferred to the tagar, the empty plate will be shown to the cultivator for his satisfaction.

227. The tagar containing the opium will be placed on the scale pan furthest from the Assistant's table. On the scale pan nearest the table will be placed the weights on top of the inverted tagar, which acts as a counterpoise to the tagar containing the opium, so as to enable the officer to see each weight distinctly. The practice of placing weights on both scale pans and deducting the weight on the pan containing the tagar of opium from the weight opposite is strictly prohibited.

228. The opium will be weighed with an even beam, agreeably to Act XIII of 1857, section 15, and the taking of excess weight for the purpose of turning the scale, or as an allowance for dryage and wastage, is strictly prohibited.*

* Kutchas will not be taken into account in weighments. Where the weight amounts to or exceeds half a chittack, a full chittack will be allowed; where it is below half chittack, it will be ignored.

229. When the exact weight has been obtained, the dandidar will announce it loudly and distinctly, one of the karkhanias calling out at the same time the cultivator's name and the class to which the opium belongs. The dandidar will keep his hands off the scale pans until the Assistant, the permanent mohurir at the scale, the umpire and the cultivator are all satisfied as to the accuracy of the weight announced, when the tagar will be removed from the scale pan by a karkhania and emptied into the jar of the class to which the opium belongs.

230. The weight called out by the dandidar will be entered by the Assistant in a check register (Opium Form No. 64). The serial number of the plates in column 3 will be continued at scale No. 1 without a break from 1 upwards until the weighments at the scale are completed for the season; the serial number at scale No. 2 will depend on the approximate number of cultivators in the sub-division. If there are about 10,000 cultivators, numbers from 1 to 5,000 will be allotted to scale No. 1, the second scale beginning with number 5,001. The weight will be similarly entered by the mohurirs of the scale in the various documents each is entrusted with, the serial numbering of the plates being adhered to in the weighment register and miniature licenses. The weighment register will be written in Urdu, but the miniature licenses and the joint license will be written in Hindi, so that the cultivators may be able to read the entries and satisfy themselves that the weights have been correctly recorded. Any misunderstanding at the scales between the lumberdar, umpire, or cultivators and the staff employed regarding the weighment of opium should at once be brought to the notice of the officer in charge, the scale being stopped until the dispute is adjusted.

231. All empty jars used at a scale will be weighed beforehand with their lids and cloth covers by a staff of temporary mohurirs told off for the purpose, and the weight and other details, such as name of sub-division, &c., marked on the jar with ink. These jars when brought to the scale should invariably be reweighed in the presence of the extra Assistant, before being brought into use, and the weights marked on them with chalk by the dandidar.

232. Until a weighed tagar of opium is emptied into its proper jar, the weight of the next tagar will not be called out. As each tagar is emptied into a jar, the mohurir in charge of the jar-filling book will bring up his running total, taking care to announce, when the jar is nearly full, the quantity required to complete one maund, which is the quantity each jar is designed to hold. The balance remaining after the completion of a maund in a jar will be carried over to a new jar, the name of the cultivator whose opium has been assigned to two different jars being distinctly shown against the portion of his delivery in each jar.

233. On completion of one maund in a jar, the mohurir in charge of the jar-filling book will assign to the jar the number next in consecutive series, which he will enter against the jar in the jar-filling book, and also write it on the jar itself in its proper place, together with the usual details of weight. At the same time the extra Assistant will write up the tare register* (Opium Form No. 65) up to column 3 (a vernacular

* Column 1 of this register may at the discretion of the permanent officer be written up by clerk before the commencement of work, or of a fresh challan of a hundred jars.

copy being kept up by the permanent mohurir at the scale), showing the jar in its consecutive series, its class and tare of the empty jar, including lid cloth, &c. He will also enter on the jar ticket in duplicate (Opium Form No. 66) the class and tare of jar, the number being already shown in print. The jar with the jar tickets affixed, one on the jar itself, the other on the inside of the lid, will then be removed to the test scale by two karkhanias after they have smoothed down the surface of the opium with moist hands.

234. In the case of a plate of opium being suspected* of adulteration, the necessary entries will be made at the parakh in the several documents, the cause of suspicion being clearly shown in the miniature license, and the plate with the miniature license will, after the license has been parakhed and tested, be sent to the extra Assistant, in whose custody they will remain until the license comes up for weighment. All suspected opium in a license will be first weighed off, each parcel being placed in a separate pot, and the pot closed and sealed in the presence of the extra Assistant before being sent away to the gomashta to be lodged in the jar godown. Two tickets will be affixed as laid down for jars in Rule 233 above, and the extra Assistant will note on the tickets the cause of suspicion in addition to the other details required. The permanent mohurir at the scale will keep up a vernacular register (Opium Form No. 67), in which full details of all suspected pots will be entered, the extra Assistant entering also in English in the last column the cause of suspicion. The parakhing officer will attest the entries of every such pot with his initials.

235. After the suspected opium, burnt† and assamiwar opium will be weighed off, these also being placed in separate pots as in the case of suspected opium, and dealt with in the same manner; similar forms as for suspected opium being kept for each of these two classes. Pussewah amez and pani amez will next be taken up; and finally the good opium of a license, beginning with the plates of the lowest class. The jars of the different classes will be ranged at the scale in descending order according to classes, only one jar, that containing the sort under weighment, being open at a time, so as to prevent opium of one class being placed either accidentally or otherwise in a jar of a different class. As the weighment of each class is finished, the permanent mohurir at the scale will direct the karkhanias to close up the jar at once, and to open the one containing the class next to be weighed.

236. A separate series of numbers beginning from No. 1 will be assigned in each sub-division to the jars and pots of each of the main divisions of classification, such as good, inferior, suspected, burnt or assamiwar opium. In the case of good opium the series will be continuous for the various classes constituting it, and not separate for each class. Where the weighment of a sub-division is not continuous, but is carried on in more than one weighing place, the series will begin at a

* The privilege of attending at the Factory to see his opium examined applies to a cultivator whose opium has been sent in as suspected, in the same way as it does to a cultivator who dissents from the district officer's classification. Officers should therefore carry out the conditions of Rule 220 above in those cases in which a cultivator desires to attend at the Factory to see his suspected opium examined.

† In the case of burnt opium careful personal enquiries into each case are necessary before the certificate on the Burnt Opium Challan Registers is signed, to the effect that injury caused to the parcels was accidental.

new weighing place from the next hundred; for instance, where in weighing place A the last jar has been numbered 547, in weighing place B the jars of the same sub-division will begin from No. 601.

237. As the plates of each class are weighed, the total of that class will be struck by the extra Assistant and the mohurirs at the scale, independently of one another, and the results tallied. Similarly at the close of the weighment of each license the extra Assistant and the mohurirs will strike the total of the license independently of one another, and on the results being found to agree, the extra Assistant will check the number of plates with the entries in the classification sheet, and after entering thereon the numbers of the first and last plates of the license, he will file the sheet. He will also enter in the joint license and weighment register in English figures and in words the total quantity of opium weighed in that license, and initial the entries.

238. The extra Assistant will then transfer the total of each class and the total of the license to the proper columns of the Check Register Abstract (Opium Form No. 68). He will also note in their proper columns the number of plates weighed in the license and the amount of advance received by the lumberdar after deducting recoveries. At the close of the day's work he will strike the totals of the abstract independently of the subordinate staff at the scale, and will tally the result with the day's total prepared in the lumberwar abstract by the permanent mohurir. These results will show the total weighment of each class, the grand total of the day's weighments, the total number of plates weighed, and the amount of advances to be deducted from the price of opium.

239. The miniature licenses pertaining to the license being weighed, will be brought to the extra Assistant, one by one, as each cultivator's plate of opium is weighed. The extra Assistant will check the entries in each with his check register, and will enter the weighment in English figures, adding thereto his initials. The miniature license will then be handed over to the cultivator whose opium has just been weighed. On no account must the weighment of a fresh license be commenced until the totals of the preceding license are correctly struck and initialled by the extra Assistant and all the miniature licenses pertaining to it have been signed and made over to the cultivators.

240. The cultivators' plates as they are scraped and emptied will be held up by the karkhania for the inspection and satisfaction of their owners; the karkhania will then rub out with a damp cloth the chalk mark indicating the class to which the plate belonged, to prevent its being used a second time, and will make over the plate to the lumberdar, who will scrape the plates a second time. The second scrapings thus obtained will be the lumberdar's perquisite, and will be weighed off in his name as "khurchan."* The quantity of lumberdar's scrapings must not exceed the rate of 14 chittacks per maund of

* In some divisions of the Benares Agency an allowance of ½ chittack of opium at 70° consistence per plate is made to the lumberdars in lieu of the second scraping referred to above, the Government taking the plates and scraping them, these scrapings being challaned as "Government khurchan." To guard against the abuse of cultivators multiplying their plates, only one plate of a cultivator whose opium weighs 10 seers and under will be permitted to be taken into account for khurchan. Where the opium of a cultivator exceeds 10 seers and is brought in one plate, an allowance of one plate to every ten seers or a fraction thereof will be made to the lumberdar for khurchan.

"English and Vernacular test weighment books (Opium Forms Nos 69 and 69(a))
S. 3.93

opium weighed, and the extra Assistant will see that the cultivators' plates are scraped approximately in proportion to this rate. The limit of 14 chittacks laid down above is the maximum, but it gives the lumberdar no right to claim this maximum so long as the cultivators' plates are fairly scraped. Should the lumberdars' khurchan, however, exceed the above proportion, the excess quantity brought to scale will be transferred to Government khurchan.

241. After the lumberdars have done scraping the cultivators' plates, the Department will take them over and they will be scraped a third time by a special staff appointed for the purpose. The quantity of opium obtained at this third scraping will form "Government khurchan." The plates will then be thoroughly washed, and the washings dealt with in the manner separately prescribed, and converted into dhoi.

242. In recording the weighment of a plate of opium it will be the duty of the permanent mohurir to see that it is entered against the name of the original cultivator settled with, and not in the name of the party who may bring it to the scales in the absence of the original cultivator. Should the original party have died, absconded, or be absent from other causes, the name of the party delivering the drug will also be entered. The names recorded in the weighment register should in every way correspond with the names borne on the joint license. The lumberdar and the zilladar will be held jointly and severally responsible that cultivators bringing their opium are really the parties they represent themselves to be.

243. The permanent mohurir will also be held responsible for bringing to the notice of the officer in charge any cases that may have escaped detection, at the time of parakh, of cultivators who have received advances, but have failed to bring in opium; and also cases where cultivators deliver suspiciously low averages in comparison with the land cultivated. The officer in charge will make the necessary enquiries and deal with each case on its merits.

244. The test scale will be in charge of a clerk and a mohurir (one of whom must be a permanent employé), who will respectively write up the English and vernacular test weighment book (Opium Form No. 69). The zilladar or zilladars detailed* for escorting a challan of opium to the Sadr Factory will also be present at the test scale to inspect the test weighment, and to satisfy themselves that the weights are correct, and they will be held responsible for any unusual differences that may be subsequently found to exist. Differences of over 4 chittacks found in any jar at the test weighment will at once be brought to the notice of the permanent officer by the clerk at the test scale sending a slip (Opium Form No. 70), and the jar will be set aside until the difference is enquired into or adjusted. The closing, sealing, and packing of the jars will also be superintended by the zilladar or zilladars detailed as the escort, and they will be answerable for any irregularity in the performance of these duties.

245. The permanent officer will from time to time personally check the weight of full jars brought to the test scale, any differences

* *Vide* instructions as to the number of zilladars to accompany a challan—Chapter V, Section II, Rule 258.

being enquired into and adjusted before the work of the scale to which the jar belonged is allowed to proceed. He will also see that the packing of all jars is properly done, and that each bears a clear impression of the sub-divisional seal.

246. The English and vernacular tare registers and the test weighment book will be compared on the completion of each day's work by a member of the subordinate staff deputed to that duty by the permanent officer.

When the jars of a full challan have been weighed off, the tare registers will be sent by the extra Assistant to the officer in charge, who, on finding them in order, will send them to the test scale clerk and mohurir to fill up columns 4 and 5 from the test weighment book, any differences in weight or discrepancies between the tare registers and the test weighment book being at once brought by them to the notice of the officer in charge for enquiry and adjustment. Differences of over 4 chittacks or breakages at the weighment station should be explained or noted in the remark column of the tare registers as having received attention. Breakages at weighing station and the consequent changing of jars should invariably be also noted in the remark column of the challan register. Finally, before a challan is despatched to the Sadr Factory, the actual weights as entered on each jar will be carefully compared with the weights recorded in the tare registers.

247. At the close of the day's work the extra Assistant will have the partly filled jars remaining at the scales weighed and sealed and the weights recorded in the "lagar book" (Opium Form No. 71) in English. These jars will be weighed again the next morning before commencement of work, and the weighment again recorded in the proper column, any unusual difference between the evening's and morning's weighments being at once reported to the officer in charge, by whom it will be enquired into and adjusted. This "lagar book" will be placed daily before the officer in charge for his signature.

248. On the "lagar" jars being weighed off, the extra Assistant will see that the weights, scales, and tagars are all carefully washed, cleaned and put away, and he will see also that the washings from the scales are sent from time to time during the day to the place where dhoi is prepared.

249. At the close of each day's work the officer in charge will enter in English figures the total of each day's weighments in the lumberwar abstract of each scale, and will initial and date them. And he will take charge of the check registers, abstracts, and lagar-books from the extra Assistant, and will keep them under lock and key in his own custody, delivering them over again to the extra Assistant before commencement of work the next morning.

250. Daily throughout the weighment season every officer in charge of weighments will submit direct to the Opium Agent a daily weighment report (Opium Form No. 72) and a daily comparative memorandum of weighments (Opium Form No. 73). A copy of the daily weighment report only he will also submit direct to the Factory Superintendent at the Factory. Assistants in charge of sub-divisions will submit in addition copies of both reports to their Sub-Deputy Agents.

"The Opium Agent will compile from these reports a weekly weighment statement for the whole Agency, and will submit it in duplicate to the Board of Revenue not later than one week from the close of the week to which the returns relate." 9-11-96.

251. In closing the weighing godowns for the night, the extra Assistant will superintend the transferring of the partly filled jars from the scales to the jar godown, the jars of each scale being kept separate. On all jars having reached the jar godown, the officer in charge will in company with the extra Assistant and the gomashta inspect them, and after satisfying himself by counting that everything is in order, he will sign the opium stock book (Opium Form No. 74) and lock up the godown for the night, keeping the key in his own possession The next morning the godown, will be opened in the presence of the extra Assistant and the gomashta, all three officers satisfying themselves that the "lagar" and other jars and pots are as they were left the evening before.

252. The officer in charge will see that an efficient guard of zilladars and burkundazes is placed over the weighing and jar godowns. A roster of men to be placed on duty for the night will be drawn up daily by the gomashta, in which will be specially included for guard over the jar godown the zilladar or zilladars told off for escorting to the Factory the challan then under weighment, and the approval and signature of the officer in charge will be taken to this roster before work closes in the evening. Care should be taken that no fires are permitted close to the weighing and jar godowns.

SECTION II.

Storage of jars and challaning of opium.

253. In the jar godown of a sub-division will be kept up a stock book of opium in Form No. 74. In this stock book will be entered at the close of each day, in their proper columns, the actual number of jars or pots that have passed the test scale and have been packed and sealed for despatch to the Factory. The totals in this book will be brought up daily and initialled by the permanent officer. When a challan is despatched to the Factory, the number of jars and pots sent away will be shown in their proper columns, and the balance struck and initialled again by the officer in charge.

254. A challan of opium will be restricted to each of the following descriptions, and no two of them will be combined in one challan:—

(*i*) Good opium, comprising the classes from VII upwards and lumberdar's khurchan, which will be challaned under Opium Form No. 75.
(*ii*) Inferior opium, comprising pussewah amez and pani amez under Opium Form No. 76.
(*iii*) Pussewah and kuffa under Opium Form No. 77.
(*iv*) Suspected opium under Opium Form No. 78.
(*v*) Burnt opium under Opium Form No. 79.
(*vi*) Assamiwar opium under Opium Form No. 80.
(*vii*) Government khurchan and dhoi under Opium Form No. 81.

255. A challan, excepting the last of the season or at a weighing station, will consist of 100 jars or pots. If the outturn of any of the above descriptions in any sub-division does not amount to 100 jars or

pots, the challan consisting of the actual number in hand will be sent to the Factory at the conclusion of weighments.

256. Before despatch of a challan all the jars and pots comprising it will be laid out according to their serial order as they appear in the tare register, or registers of inferior, suspected, burnt or assamiwar opium; and the challan will be carefully checked by the 1st mohurir of the sub-division with the help of the zilladar or zilladars told off for escort. The 1st mohurir will compare the numbers, distinctive marks of the class, tare of jars or pots, and the actual weight of opium as shown in detail on the jars or pots with the corresponding figures as shown on the vernacular tare register or other registers of inferior, suspected, burnt or assamiwar opium. He will also note that the packing of each jar is properly and carefully done, and that the jars bear clear impressions of the sub-divisional seal.

257. When a challan is satisfactorily compared and checked, the gomashta, after satisfying himself as to the correctness of the number of jars and pots, will submit for the signature of the officer in charge a pass (Opium Form No. 82) in counterfoil, and on the production of this pass the jemadar of the guard on duty will allow the challan to pass out of the godowns. The jemadar is strictly prohibited from allowing any jar or pot to pass out of the godown under any other authority, and he is also directed to count the challan as it goes out, and at the end of the season to return the passes for file in the office with a memorandum on their backs over his signature, showing the number of jars and pots actually passed out.

258. In transit by rail one zilladar will be told off as escort to each challan of 100 jars, and in transit by road two zilladars to every 100 jars;* and from the momont the jars of a challan come to the test scale, and the pots of suspected opium, &c., to the jar godown, the responsibility of these men for the safe custody of their charge begins, and does not end until the jars are examined and counted over by the import officer at the Sadr Factory On the despatch of a challan from the sub-divisional weighing station, the gomashta will take a clear receipt (Opium Form No. 83) from the zilladar or zilladars in charge for the jars and pots included in the challan, and he will furnish them in return with the duplicate, which will show in detail, if the challan is being despatched in carts, the number of jars and pots on each cart.

259. With each challan of a hundred opium jars the gomashta will send four empty jars and the necessary packing material, in charge of the zilladar or zilladars, in the event of their being required for changing jars which may be badly damaged by accident during transit. Such transfer of opium from one jar to another *en route* should not be undertaken by the zilladars, unless the circumstances of the case render it necessary in the interest of their charge; and for any loss of opium occurring from such transfer from one jar to another, unless properly accounted for, the zilladar or zilladars will be held answerable.

* In connection with transit by road, the officer in charge of a division or sub-division will so arrange, according to the circumstances of each case, as will ensure a proper escort for the challan or challans in transit. For instance, if only one challan is being despatched, it may be necessary for night duty to attach four men for guard, while in a larger distant sub-division it might be advisable to wait until 400 jars are ready when 8 men would give a sufficient night guard of two men to every three hours. The senior man of the party will act as duffadar while on this duty.

				Rs.	A.	P.
I	and above at	...	...	6	0	0
II	,,	...	...	5	12	0
III	,,	...	...	5	8	0
IV	,,	...	...	5	4	0
V	,,	...	...	5	0	0
VI	,,	...	...	4	12	0
VII	,,	...	...	4	8	0
Pussewah Amez	,,	...	...	4	0	0
Pani Amez	,,	...	...	4	4	0
Pussewah	,,	...	...	3	0	0

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The empty jars sent with a challan should invariably have their tare carefully marked on them in ink as well as with chalk.

260. In transit by rail the zilladar in charge will invariably travel by the train which carries his opium, and will at each halting place examine the locks and seals of the waggons. To ensure this being done the Railway Companies grant third class tickets entitling zilladars in charge to travel in the brake-vans of goods trains carrying their opium.

In transit by road the zilladars in charge of a consignment will count their jars and pots at each halting place, and there will be kept up by the senior zilladar a roster of the men on night duty, on which each relieving guard will sign their names at the time of coming on duty as a token that they have counted over and received in good order the jars and pots of the consignment.

261. The following documents relating to each challan of opium will be sent by the despatching officer by post under registered cover direct to the Factory Superintendent at the Sadr Factory as soon as possible after the despatch of a challan :—

(*i*) English Challan Register.
(*ii*) Vernacular Challan Register.
(*iii*) English Tare Register.
(*iv*) Classification Certificate (Opium Form No. 84).
(*v*) Abstract of Jars and Pots (Opium Form No. 85).

SECTION III.

Payments at weighments.

262. Payments, on account, for opium delivered will be made to lumberdars and cultivators on the working day following that on which the opium has been weighed off. Before commencing payments an officer in charge of weighments will examine carefully the weighment register and satisfy himself that the accounts have been prepared up to column 42 in accordance with instructions laid down in Chapter VI, Section I, Rule 270, *et seq.*

263. The rates* to be paid, on account, for opium will be as follows for the different classes :—

		Rs.	A.	
I and above	at	... 5	0	per seer.
II	,,	... 4	12	,,
III	,,	... 4	8	,,
IV	,,	... 4	4	,,
V	,,	... 4	0	,,
VI	,,	... 3	12	,,
VII	,,	... 3	8	,,
Pussewah amez	,,	... 3	4	,,
Pani amez	,,	... 3	4	,,
Pussewah	,,	... 3	0	,,

* The practice exists of withholding from the price, at the rate of one anna in the whole rupee, until the adjustments, to guard against wrong classification by the officer. The practice of under-parakhing as a further safeguard is prohibited.

No payment will be made for suspected, burnt or assamiwar opium until the time of adjustments, when the Factory receipts will show the full details of examination and payment.

264. On the day following the weighments the gomashta will submit his cash requisition showing, license by license, the payments to be made, as well as a statement showing the number of rupees, eight, four and two-anna pieces, and pice and pie pieces required. The officer in charge of weighments will check the amounts to be paid on each license with the English requisition, and as many items as possible with the lumberwar abstract; and also the total of the day's proposed payments. This total the officer will check by calculating with the help of prescribed tables the value of the opium under each class as shown in the abstract check register (Opium Form No. 68) prepared the evening before by the extra Assistant; he will then check the advances and recoveries with his register of payments, and the net value payable on account of produce and barbardari by comparison with entries in the same register of payments, which have been previously made by the clerk with the help of the 1st mohurir. About five per cent. of the entries in the column for barbardari should also be checked by the officer in charge.

265. The officer being satisfied as to the correctness of the amount required for payment to cultivators, will pass the cash requisition for payment from the treasury. The procedure of drawing money from the treasury and disbursements to the cultivators will be strictly in accordance with instructions laid down under the Chapter on Settlements. The amount due to each cultivator will be paid into his hands in the presence of the officer; the cultivator's signature or mark will be taken in the proper column on the page in the joint kabuliat set aside for acknowledgments, and the officer will write in English figures on the miniature license the sum paid, as well as the total amount paid in each license on the joint license and weighment register.

266. Any money remaining undisbursed at the end of the day's payments owing to the absence of lumberdars, or from any other cause, should be deducted from the next day's cash requisition, and a corresponding sum less drawn, a note of the undisbursed amount being made against the entry in the original cash requisition on which the amount was drawn, the amount being in the meantime kept in the custody of the gomashta, in the same manner as undisbursed salary. When the money is again required for payment, it should be included in the cash requisition for the day, a note being made on the document that the amount was deducted from a previous cash requisition, the date of the latter being given.*

* This procedure will hardly ever be necessary if proper care is taken that all lumberdars or cultivators are present before the cash requisition for the day is submitted.

CHAPTER VI.

ADJUSTMENT OF ACCOUNTS.

SECTION I.

Preparation of assamiwar accounts.

267. The accounts of the cultivators will be adjusted by the officers in charge of divisions and sub-divisions as soon as possible after the preparation of the detailed accounts, which will be undertaken gradually as the vernacular challan registers containing the *damdata* values of the produce delivered are received from the Sadr Factory. As a matter of convenience the adjustment of cultivators' accounts is commenced simultaneously with the settlements of the new season between the 15th August and the 1st September.

268. The preparation of these accounts will ordinarily occupy about eight weeks, and during this time the officer in charge of a division or sub-division should check the calculations of as many complete licenses as possible in all details, and satisfy himself that the accounts have been correctly prepared. As a rule, not less than 10 per cent. of the licenses should be checked, and whenever any account is checked by an officer it should be initialled by him.

269. The damdata results shown in the challan registers received from the factory will be applied to the individual deliveries of opium as entered in the several books partially prepared at the weighments. The following is a list of the documents that have to be prepared, checked or referred to previous to adjusting accounts with the cultivators:—

(*i*) Vernacular Challan Register received from the factory.
(*ii*) Weighment Register.
(*iii*) Jar-filling Book.
(*iv*) Lumberwar Abstract.
(*v*) Patsaltamam or general lumberwar Abstract of the year's transactions (Opium Form No. 86).
(*vi*) Joint License.
(*vii*) Joint Kabuliat.

270. The method of writing up the various weighment and adjustment documents and books is here given in detail for convenience, though portions of the procedure strictly affect the weighment season. To ensure a perfect mastery and check over the accounts and work of these two important periods of the opium year, every officer of the department should thoroughly understand the system and procedure

laid down. The system of check laid down here, though based on the accounts for *good opium* challans, applies, *mutatis mutandis*, to challans of all descriptions.

271. *Challan Register*.—This document will be filled up in the district at the weighment season up to column 5. At the factory the jar will be re-weighed, and the results of re-weighment will be shown up to column 9. The consistence by assay and the fines imposed (which in the case of opium challaned as good are not levied from cultivators, but simply shown as a test of the quality of a parakhing officer's work) take up columns 10 to 16. The remaining columns of the register embracing the computation of each jar of opium so as to bring it to one standard of 70°, for which Rs. 5 per seer is paid, is then undertaken by the Audit Department under the Factory Superintendent, who signs the register, which is countersigned by the Agent and returned to the district officer.

272. *Jar-filling Book*.—Up to column 8 will be filled up at the scales during weighments by a permanent or temporary mohurir. On the arrival of the challan register from the factory, showing the damdata opium of each jar, its total value and the rate per seer, the jar-filling book will first be taken in hand, and the rate per seer shown against each jar in column 22 of the challan register will be transferred to column 9 in the jar-filling book against the number of the jar; column 10 of this book will then be calculated by the help of tables given in Part IV at the rate shown in column 9. When the assamiwar account of a jar has been thus worked out and the total obtained, the latter should be compared with the total value of the opium contained in the jar as given in column 21 of the challan register, and any difference found between the two figures must be reconciled before the calculations of the next jar are commenced.

273. In reconciling the total value of a jar, given in column 21 of the challan register, with the total value obtained by addition in column 10 of the jar-filling book, it should be borne in mind that the value given in the challan register is unchangeable, and that any difference existing must be reconciled by adjusting the figures of column 10 of the jar-filling book. The differences existing between the two totals will be due to minute fractional discrepancies in the proportionate distribution of the total value of a jar among the several cultivators whose combined opium the jar represents.

274. These fractional differences will be distributed in proportion to the deliveries of the cultivators in accordance with a table specially prepared for the purpose (*vide* Part IV), showing differences from 3 to 40 pies, the latter being the maximum possible difference in the calculations of a jar. These differences will be entered in column 11, and the net amount payable, after adding them to, or subtracting them from, the amount in column 10, will be entered in column 12. The total value payable for the jar thus obtained in column 12 should agree with the value given in column 21 of the challan register. The assamiwar value of the opium will then be transferred from column 12 of the jar-filling book to column 45 (or column 46 as the case may be) of the weighment register for working out the lumberwar totals for payments.

275. *Weighment Register.*—The entries in this register up to column 43 will be made in detail at the time of weighments. Columns 1 to 6 need no explanation. Column 7 should show all the plates of a cultivator and consecutively before the next cultivator's name is entered; for instance, if cultivator A brings five plates which have been adjudged of five different classes, five lines in succession must be allotted to him before entering the plates of cultivator B, though the five plates would not be weighed one after the other, but in the order laid down for the weighment of the several classes. In the case of the lumberdar one extra line should be allotted for khurchan. The weight of each plate of suspected, or burnt opium, or khurchan, will be entered in its proper columns (columns 23 to 25). These will not be included in the total of the cultivator's opium shown in column 22, as no payment on account of value or barbardari is made for suspected or burnt opium during weighments, and no barbardari is allowed on khurchan, though its value is paid at weighments. The weight of the opium of each plate of all the other classes, as it passes the scale, will be entered twice; first, in the appropriate column of class (columns 8 to 20), and again on the same line in column 21. The sum of the entries in column 21 for a single cultivator will be entered in column 22 on the last line allotted to him. The object of showing in column 22 the assamiwar total of opium of all descriptions, except suspected and burnt opium and khurchan, is to facilitate the calculation of assamiwar barbardari payable at weighments.

276. Column 27 will give the authorized rate of payment for the class against each plate, and column 28 will show the value of each plate at that rate. The total value of each cultivator's deliveries, excepting suspected, assamiwar and burnt opium, will be shown in column 28, thus forming one item for each cultivator with a view to facilitate payment and the adjustment of previous payments made up to the time of weighment. Column 30 will show the deductions made to guard against faulty classification. This deduction is usually at the rate of one anna in the full rupee, annas and pies not being taken into account.

Columns 31 to 43 explain themselves. Barbardari where given is calculated at the rate per maund of opium sanctioned by the Agent.

277. Columns 44 to 57 embrace the final adjustment of the cultivator's accounts, and should be filled up on receipt of the challan registers from the factory. The rate per seer and the value of each plate will be transferred to columns 44 and 45 (or 46 as the case may be) from columns 9 and 12 respectively of the corresponding jar-filling book, and the total value of opium of each cultivator will be shown in column 47. Barbardari on suspected and burnt opium will only be paid if the pots are released by the opium examiner, and such barbardari at the authorized rates will be entered in column 50. Column 51 will show the commission due to the lumberdar at 8 annas per cent. on the value of opium delivered in the license, or at one rupee per maund on the delivery of opium of 70° consistence. These figures will be calculated by the help of tables given in Part IV. Column 52 will show in one sum the full amount on

account of opium and barbardari, and in the case of a lumberdar, of commission as well, due to each cultivator. Columns 53, 54 and 55 deal with outstanding balances where such exist.

Column 56 will be a translation of column 52, and will be shown in English figures, being the final amount payable to each cultivator. Each volume, which should contain complete licenses only, will have affixed at the end, or on the outer page, an index for facility of reference, to show the licenses contained in the volume.

A lumberwar abstract of the weighment register will be kept up in the same form, beginning with the weighments. The object of this book is to ascertain from it the total amount payable each day on the deliveries of the various licenses weighed daily.

278. *Patsaltamam or General Abstract of the year's transactions.*—This register will be a lumberwar record of the year's transactions, and should be kept pargana by pargana, so as to show readily the general results of each sub-division. The columns sufficiently explain themselves. Column 24 of this register shows the entire amount of barbardari of a license, *i.e.*, the amount paid at weighments and that payable at the adjustments. Column 26 of the register includes, therefore, the amount of barbardari paid at weighments, and hence the figures of this column will not agree with those shown in column 52 of the weighment register.

279. Any error occurring in the weighment register should be at once brought to the notice of the officer in charge of the weighments, when any necessary alteration would be made and attested by him. Erasures with a penknife or the tearing out of pages are strictly prohibited, and any infraction of this rule may render the offender liable to dismissal. Similarly, all alterations and corrections made in any of the other weighment and adjustment books must be attested by the officer in charge of the division or sub-division before any payments are made.

280. Every Assistant in charge of a sub-division will submit, in duplicate, to the Sub-Deputy Agent of the division from the time the preparation of the accounts is commenced until it is completed, a weekly report (Opium Form No 87), which will show the progress of the work week by week. The Sub-Deputy Agent will submit one copy of such report, together with a report of his own head-quarter's charge weekly to the Opium Agent.

281. In order that an officer in charge of a division or sub-division should possess full information in a handy form of the outturn of his charge for the purpose of compiling the annual returns submitted to the Agent, and for verifying the correctness of his assamiwar accounts by comparison with the grand totals of his general abstract of the year's transaction (patsaltamam), he will post up in Opium Form No. 88, both in English and vernacular, details and an abstract of the challan registers as they are received from the factory. A separate page will be allotted in the register for each description and class of opium challaned, and the total of each class will be transferred to another page, which will serve as an abstract, the grand total of the latter representing the total outturn of a sub-division for the season.

SECTION II.

Adjustment with cultivators.

282. As soon as the preparation and check of the accounts in a sub-division have been completed, the Assistant in charge will report the fact to the Sub-Deputy Agent, and submit his recommendation for commencing the final adjustment of the cultivators' accounts, known as "chukti" payments. This report should be submitted not later than the 15th July, simultaneously with the report, suggesting the date for the commencement of settlements. The Sub-Deputy Agent will make a similar report for his entire division for the approval of the Agent.

283. On receipt of the sanction of the Agent, or the Sub-Deputy Agent, the officer in charge of a division or sub-division will on the appointed day commence making the adjustments, which will as a rule proceed concurrently with the settlements, one summons to a lumberdar for settlements holding good for adjustments as well.

284. These adjustments or "chukti" payments will invariably be made first, and then the settlements, and both the adjustments and settlements of all licenses summoned for the day should be disposed of before the licenses summoned for the next day are taken up, care being taken that engagements are not entered into with cultivators against whom there are balances of the preceding year outstanding unless grace is specially allowed (*vide* Chapter III, Section II, Rule 157). It should also be borne in mind that, where an outstanding balance exists, it is not permitted for the officer in charge to deduct such outstandings from the amount of advance made for the next year's crop, when settlement and adjustment are both made at the same time.

285. The miniature licenses will be collected by the zilladar of the beat, and will be made over to the gomashta on the day previous to the payments, those pertaining to each license being kept separate. The zilladar will at the same time report to the gomashta the number, if any, of miniature licenses missing in each license, and the gomashta will have duplicates of these licenses prepared by the sub-divisional staff before the payments are made on the following day.

286. Before the "chukti" payments commence for the day, the peshi mohurir or clerk will write up the entries in the payment register from the gomashta's list of the licenses present to be paid, after comparing the figures for payment with those shown in the weighment register or lumberwar abstract. The gomashta will then submit his cash requisition in vernacular, which will be translated into the English form, and this cash requisition will be checked by the officer in charge with the help of the weighment register. When settlements and adjustments are being made concurrently, one cash requisition will suffice for both payments, the amounts required under each head being shown in its own columns.

287. On the officer finding the cash requisition correct, he will issue the required sum from the treasure chest into the gomashta's hands in the same way, and at the same time, as money paid out for the same day's settlements as laid down in Chapter III. The payments

will be made precisely in the same manner as laid down under "settlements" and "weighments" into cultivators' hands in the presence of the officer, the gomashta explaining to each man his account.

288. As each payment is made, the gomashta will sign and make over to the cultivator his miniature license containing his detailed account, the "chukti" columns of which have been previously filled in from the weighment register by one of the mohurirs. The cultivator will sign or affix his mark against his name in the proper column of the kabuliat as an acknowledgment of the amount received by him, and will place his miniature license before the officer, with the amount paid him. The officer finding the amount agree with the entry in the kabuliat and miniature license will enter it in the latter in English figures, and will sign and return it to the cultivator.

289. If any cultivator is absent, payment for him will be made to the lumberdar or substitute appointed by the cultivator himself on the responsibility of the gomashta or lumberdar, the name of the payee being recorded in the weighment register.

290. On completion of the payment of a license and before taking up another license, the gomashta will make the necessary entries in the joint license, and will place it, as well as the weighment register, before the officer making payments, who, on finding the entries of the totals in all tally, will enter the amount in English figures in the license, sign it, as well as the total shown in the weighment register, and will return the joint license to the lumberdar. The officer will also initial the payment in the payment register.

291. A weekly report of adjustments or "chukti" payments will be submitted (Opium Form No. 89) by every Assistant in charge of a sub-division to the Sub-Deputy Agent of the Division on the dates fixed for the settlement report (*vide* Rule 170, Section II, Chapter III). Sub-Deputy Agents will compile one general weekly report for their entire division, submitting it to the Opium Agent on the 8th, 15th, 22nd, and 1st of each month. On the last weekly report of the season the word "final" will be entered at the top and it will be accompanied by a docket reporting the conclusion of the adjustments, and on the balances outstanding in the sub-divisions, if any.

292. Where an officer is satisfied, after proper enquiries made as laid down in Chapter IV, Rule 196, that balances have accrued from circumstances over which the cultivator had no control, and that he is unable to pay the amount at once, grace may be allowed according to the circumstances of each case to enable the cultivator to pay the arrears by instalments.

Remissions in part or in whole should only be recommended in cases where a cultivator is known to be so completely destitute as to make the payment of his arrears by instalments practically impossible, or in cases in which balances are rendered irrecoverable owing to death or the absconding of cultivators; also when the balance is caused by the confiscation at the factory of opium passed by the district officer as good.

293. Balances which are found after enquiry to be actually irrecoverable, as explained above, will be reported by Sub-Deputy Agents to the Opium Agent. These reports should be accompanied by

assamiwar statements and certificates of personal enquiry into each case, showing full details of each item recommended for remission. The Agent, on being satisfied as to the reasons for the remission, will obtain sanction of Government, through the Board of Revenue, to the writing off of these items to profit and loss.

294. On the remission being sanctioned by Government and communicated by the Agent to the district officers concerned, the latter will adjust them by attaching to their list of payments a separate slip showing the amount written off to "profit and loss," and the number and date of the Government order sanctioning the remission. No nominal debit and credit entries should be made in the list of payments and cash account of the amounts remitted. The Agent will submit to the Accountant-General these slips, after countersignature, with the general list of payments of the Agency.

295. In cases in which it is found that a cultivator has means to pay the amount outstanding against him, but is unwilling to do so, recovery should be made by prosecution, after the sanction of the Agent is obtained.

296. On the conclusion of the "chukti" payments, the Sub-Deputy Agents will submit to the Agent their annual reports reviewing the operations of the season just passed, and with it they will submit the following returns: —

Opium Form No. 90, showing the land cultivated, outturn of opium, increase or decrease, and the average produce per bigha as compared with the previous season.

Opium Form No. 91, showing the amount advanced, the amount recovered, cost of produce, and the amount due to Government or to cultivators on account of opium, leaves and trash respectively.

Opium Form No. 92, showing classification of opium.

Opium Form No. 93, showing fines and confiscation, &c.

Opium Form No. 94, showing the land, failures, produce, number of cultivators, &c.

Opium Form No. 95, giving the detailed advance adjustment account for opium, leaves and trash.

Statements similar to the first two given above will be compiled for the whole Agency in the Agent's office and submitted to the Board of Revenue with the Agent's Annual Report. In addition to these statements the Agent will also submit at the same time a statement (Opium Form No. 96) showing the cultivation, outturn, average per bigah, net expenditure, the number of provision and abkari chests manufactured, the average cost per chest, and other details shown in the form, for the season under review and nine previous years.

CHAPTER VII.

SUPPLY OF LEAVES AND TRASH.

SECTION I.

Leaf-supply.

297. The Factory Superintendent will submit annually to the Opium Agent, by the 25th July, an indent for poppy-flower leaves required for the ensuing year. In framing this indent the following points will be considered : —

(*i*) The extent of provision manufacture prescribed by Government for the season for which the leaves are required.

(*ii*) The stock likely to remain in hand after the current season's operations.

(*iii*) The maintaining of a reserve equal to the requirements of half an ordinary season.

The Factory Superintendent will further suggest in his covering memorandum the allotments to the several divisions based on the quantity and quality of the deliveries of past years.

298. On receipt of this indent the Agent will scrutinize it and make the necessary allotments, informing each Sub-Deputy Agent of the quantity of leaves required from his Division.

299. On receipt of this indent from the Agent, the Sub-Deputy Agent will make the sub divisional allotments for his Division, informing each Assistant of the quantity allotted to his charge.

300. The Assistants will then call upon their respective gomashtas to submit a detailed list showing the lumberwar indent and delivery of leaves during the past year, and the quantity proposed to be called for in the coming season. The gomashta of the head-quarters charge will likewise be required to submit such a list for the head quarters sub-division.

301. On receipt of this list the Sub-Deputy Agent, or Assistant, as the case may be, will go through it carefully with reference to the capability of each license, making any alteration that he may consider necessary. The lists will then be returned to the gomashtas as the basis for leaf engagements.

302. Leaf engagements will be made and advances paid simultaneously with the settlements, or new engagements for cultivation. They will ordinarily be made lumberwar, the total amount of advances for the whole license being paid to the lumberdar.

303. When recording the settlement of a license the lumberdar should be informed, from the list already approved, of the quantity of leaf required from his license, and on his expressing his consent the quantity will be entered against his name in the leaf payment register (Opium Form No. 39), together with the amount of advance payable at Rs. 4 per maund. The gomashta will at the same time enter the

quantity allotted, and the amount of advance, in his book of leaf advances, from which he will prepare his requisition for money.

304. The amount required for the day's payments, as set forth in the gomashta's requisition, will be checked by the officer, by comparison with his leaf payment register, and if found correct, he will pay the money out of the treasury, and payment will then be made in precisely the same manner as payments for opium, the lumberdar's receipts for the money being taken separately (Opium Form No. 97) and not on the joint kabuliat, which should be reserved specially for opium payments.

305. On the advance being made to the lumberdar, he will be furnished with a license for leaves (Opium Form No. 98), on which will be shown the names of village and lumberdar, the number of license, the quantity of leaves contracted for, and the amount of advance, and the officer will enter the amount in English figures and initial it, taking at the same time a security bond from another lumberdar as surety for the amount advanced.

306. The lumberdar will then return to his village and will prepare a list of assamiwar allotments, but will not proceed to distribute the advances until the arrival of the mohurir of the circle and zilladar. The assamiwar distribution will be made by the lumberdar in the presence of these employés, the names of the assamis and the advance received by each being then entered by the mohurir in the leaf license, and attested by him.

307. The manufacture of poppy-flower leaves usually continues from the latter half of January to the end of February. Throughout this period it will be the duty of the zilladar of the beat, and of the mohurir of the circle, to be constantly watching and directing the manufacture, having regard to the quantity ordered, and the quality as to size, colour, and texture of the article required. The gomashta and the officer in charge of the sub-division will also devote their attention to this important matter when visiting leaf-producing villages in the course of their tour. The mohurir and gomashta will submit weekly reports of the progress of leaf manufacture, and the officer in charge will note these reports, and also his own observations in the matter, in his diary.

308. When leaf manufacture is nearing completion, usually about the end of February, the gomashta will submit to the Sub-Deputy Agent, or Assistant, as the case may be, a report showing the date on which leaf weighments might be commenced, together with his proposals showing the order of zilladars' beats in which he considers weighments desirable. The Sub-Deputy Agent or Assistant will consider these proposals by the light of his own observations in camp, and after approval, or amendment if necessary, he will notify to the gomashta the dates on which the cultivators of the several beats should be summoned. These orders will then be communicated through the circle mohurirs to the several zilladars, who in turn will communicate them to the cultivators, taking the acknowledgments of the lumberdars on a list prepared by him.

309. In leaf-producing sub-divisions the officer as well as the subordinate staff will return from camp and be at the weighing place

a day or two before the date fixed for commencement of weighments, so as to have all weighing apparatus ready, care being taken that the weights and scales are tested before work commences, as laid down in Chapter V, Section I, Rule 204.

310. The number of scales to be worked at each place will depend on the number of sub-divisions weighing together and the staff available, and the rules laid down for the summoning of cultivators, the order of weighment, and other details in Chapter V will be adhered to for leaf weighments as well, so far as they can be made applicable. The check register, under an extra Assistant, will not, however, be necessary, but the officer in charge will exercise a general supervision over the work of weighments.

311. At each scale a zilladar, other than the zilladar of the beat under weighment, will be told off as *parkhia* and for his guidance and for the satisfaction of the cultivators samples of 1st, 2nd and 3rd quality leaves selected by the officer in charge, in accordance with the prescribed requirements of the factory, will be suspended conspicuously over the scale.

312. Each cultivator's consignment will be dealt with separately. The bundles of leaves will first be opened and *parakhed* by the parkhia, and then each quality weighed separately. All three qualities, or as many as there may be pertaining to one cultivator, will be weighed off before another cultivator's leaves are brought to the scale. Books and forms similar to those* prescribed for opium weighments will be held applicable, *mutatis mutandis*, to leaf weighments also, and the rules laid down in regard to them in Chapters V and VI will be duly observed.

313. With regard to all subsequent operations, such as filling up of baskets† or cylinders, striking the totals of each class and of each license, the test weighment of the baskets or cylinders, and every other detail in connection with these weighments, the rules laid down for opium weighments will apply.

314. On completion of a challan of 100 maunds, it will be despatched by rail or carts to the Sadr Factory in charge of a zilladar or barkandaz, and under the same rules as laid down for opium, the challan papers (Opium Forms Nos. 101 and 102) being forwarded under registered cover to the address of the Factory Superintendent, Ghazipur.

The 1st mohurir of the sub-division will ordinarily be entrusted with the duty of preparing the general account of the day's weighments. For this purpose the lumberwar abstract of each scale, after being tallied with the weighment register and signed by the mohurir who prepared it, will be made over at the close of the day's work to the 1st mohurir. The latter will proceed to examine the calculated value of each class, license by license, check the advances deducted and the balance due, and finding all correct, he will bring the totals of each scale on to one general abstract, and strike the grand total for the day. He will then sign the general account, prepare the cash requisition, and

* Leaf weighment register (Opium Form No 99).
Leaf basket-filling book (Opium Form No. 100).
Lumberwar abstract

† Where baskets are used 20 seers should be placed in each, whilst gunny cylinders are intended to hold one maund each.

submit both to the gomashta ; the latter will further check the account, affix his signature, and submit the cash requisition to the officer in charge.

315. The officer, on receipt of the gomashta's requisition, will compare it with the English requisition, check the total value of each class, as shown in the English copy of the abstract of the day's weighments (Opium Form No. 102½) prepared in his office and, with the help of the payment register, he will check the advances and recoveries made in each license. He will then, check, in the payment register, the payment entries, representing the balance due in each license, and see that they tally with the figures shown against the licenses in the cash requisition. The amount applied for by the gomashta being found correct by the officer after check, he will write up his cash-book, and then issue the sum from the treasury.

316. The rules for payments to cultivators during weighments of opium will be held to apply to payments for leaves in all essential points, except that payments for leaves will be made lumberwar, save where the cultivators are present and personally desire to be paid assamiwar. In the latter case the gomashta will make the payments individually in accordance with the entries in the weighment register in the presence of the officer and the lumberdar.

317. As each lumberdar is paid, the leaf license, prepared previously in assamiwar detail at the scales, will be signed by the gomashta and the officer, and made over to the lumberdar, the officer entering in English figures the total amount paid, and affixing thereto his initials, with date of payment. The lumberdar's acknowledgment will at the same time be taken in the proper place on the receipt previously signed by him for leaf advances. The license, with account correctly entered in detail, will then be made over to the lumberdar, who will make the individual payments to the cultivators in accordance with the entries in this account.

318. On receipt of the Sadr Factory receipts,* the final adjustment of leaf accounts (Opium Form No. 103) will be effected in the same manner as, and in accordance with the rules, prescribed for opium accounts, with the exception that these will be made lumberwar instead of assamiwar.

SECTION II.

Trash-supply.

319. The manner of indenting for trash and allotting the quantities to be supplied by divisions or sub-divisions is precisely the same as that laid down for leaves in this chapter (*vide* Rule 297 *et seq.*)

320. Trash is delivered by the lumberdar contractors of the Ghazipur Division at the factory free of charge, payment being made for the trash, after appraisement† at the factory, at the rate of annas 12

* Vernacular copies of the leaf challan registers with full details for payment.

† Details of the manner of receiving and appraising trash will be given in Part III of the Manual.

a maund. *Trash from other divisions is weighed under the direction of district officers, packed in bags and forwarded to the factory, in challans (Opium Form No. 104) in the same manner as opium and leaves, where they are examined and appraised as laid down in rules in Part III of this Manual.

321. Under the contract system in Ghazipur the Sub-Deputy Agent, or Assistant in charge, assigns to each lumberdar* the quantity he is able to supply, pays an advance at the rate of Rs. 15 per 100 maunds, and submits to the Factory Superintendent by the 15th March a list of contractors, sub-division by sub-division. Each contractor is at the same time supplied with a ticket showing the number borne by him on the list submitted to the Factory Superintendent in order to ensure his identity at the factory, where he delivers his trash.

322. The trash advances and payments are made under the same rules as those for leaf, the accounts of the lumberdars being finally adjusted (Opium Form No. 105) at the prevailing rates on receipt of the Factory returns showing the actual quantity received.

* The competition for the supply of trash under this system is so great that the contracts are looked upon as prizes for lumbordars who have done good work; and they are allotted as such.

CHAPTER VIII.

AUDIT OF VERNACULAR ACCOUNTS.

SECTION I.

Assamiwar accounts.

323. The audit of the assamiwar accounts will be conducted by the Head Auditor with the help of the permanent staff of his office, and of a temporary establishment to be entertained for the purpose with the sanction of the Opium Agent.

324. The following documents will be submitted to the Opium Agent by all district officers as soon as possible after the completion of the adjustments and the submission of the annual returns of the season :—

Opium.

1. Weighment register.
2. Jar-filling book.
3. Patsaltamam.
4. Kabuliat.

Leaf.

1. Weighment register.
2. Basket filling book.
3. Patsaltamam.

Trash.

1. Patsaltamam.

The work of audit will commence by the middle of October, or as soon after as possible, and will be conducted in the manner laid down here.

Opium account.

325. *Weighment Register.*—The audit of the weighment register will be entrusted to a mohurir, to be selected for the purpose by the Head Auditor, either from the permanent staff or from the temporary establishment of the office.

The entries of columns 22 and 26 will be added up for testing the *lumberwar* total. The scrapings or khurchan allowance of the *lumberdar*, shown in column 25, will also be checked, to see that in no case the authorized allowance of 14 chittacks per maund is exceeded. In divisions where the khurchan is allowed on the total number of plates at the rate of 2 kutchas per plate, the number of plates entered in column 3 will be added up to test the correctness of the total of plates on which the allowance will be calculated. The mohurir checking the scraping allowance must bear in mind that no khurchan is paid on pussewah, and that on suspected, burnt and *assamiwar* opium it is not paid during weighments, but at *chukties*, on the pots being released by the opium examiner, and that no allowance is given for the pots confiscated.

326. The *lumberwar* total value of opium, entered in columns 45 and 46, will be carefully checked by adding up the *assamiwar* entries. The calculations and totals of *barbardari* (columns 39 to 41 and 50) and of lumberdar's commission (column 51) will be carefully checked by the tables at the authorized rates. In checking the *barbardari*, the mohurir must bear in mind that no *barbardari* is allowed on the pots of suspected and burnt opium confiscated by the opium examiner, and also on the *lumberdar's khurchan*. *Barbardari* is paid on the total opium shown in column 22 during weighments, and also on the pots of suspected and burnt opium (released by the opium examiner) at the chukties (column 50).

The *lumberwar* totals of all the columns (8 to 56) will be carefully checked by lateral calculations, and on completion of the audit of this book the mohurir will sign it in token of its correctness.

327. *Jar-filling Book.*—Column 6 (number of jar), column 8 (total opium of the jar), column 9 (rate per seer), and column 12 (total value of opium), will be compared by the mohurir and the clerk with the corresponding columns, 1, 4, 22, and 21 of the audited English challan receipt.

328. The *assamiwar* value, shown in column 10, and the distribution of fractional differences in column 11, will be checked with the help of tables, the mohurir holding the jar-filling book, and the clerk reading out the value, &c., from the tables. The net value of each pot entered in column 12 will then be tested by the mohurir by deducting (or adding as the case may be) column 11 from column 10. The *assamiwar* entries in column 12 will then be added up by the mohurir to test the correctness of the total for the jar.

329. While the mohurir is engaged in testing and adding the entries of column 12, the clerk will read out the value, &c., from the tables to a second mohurir, checking a second jar-filling book; thus two mohurirs and one clerk will form one batch for checking two jar-filling books at a time.

The clerk and the mohurir will sign the book in token of correctness of the *assamiwar* value of opium and of the total value paid on each jar; and with this the audit of the jar-filling book will be complete, except as regards comparison with other books.

330. *Comparison.*—After the weighment register and jar-filling books are audited in the manner described above, the *assamiwar* entries of opium and value, and the *lumberwar* totals thereof, will be compared as shown below:—

Columns which must agree in the respective documents.

NAMES OF DOCUMENTS.	Number of license.	Names of assamies, &c.	Weight of opium.	Rate per seer.	Value.	Advance.	Chukti.	Balance.
Jar-filling book	3	5	7	9	12	...	...	...
Weighment register .. .	3	5	21 to 26	44	45 & 46	48	52	55
Patasaltamam	2	4	9 to 12	.	14 & 15	17	26	28
Kabuliat	...	1	7	...	11	4	12	...

331. Three mohurirs will form a batch for comparing the books, thus:—

One mohurir	...	... Weighment register.
One ditto	...	... Jar-filling books of different classes.
One ditto	...	... (1) Patsaltamam. (2) Kabuliat.

The mohurir in charge of the kabuliat will see that it is properly drawn up, and the payments are duly attested.

On the comparison of the books being over, each mohurir will sign his own book or books in token of their correctness.

332. *Patsaltamam.*—The totals of columns Nos. 12, 16, 17, 24, 25, and 26 will be checked by a mohurir, who will be especially selected by the Head Auditor; and the grand totals (opium and value) will be compared with the corresponding totals of the sub-division as obtained in the English abstract of challan receipts. The grand totals of each pergunnah and of the sub-division will also be checked by lateral calculations. The mohurir will sign the book in token of its correctness, and the permanent clerk, comparing the total opium and value, will also attest it.

Leaf account.

333. *Weighment Register.*—The lamberwar totals of the weight of leaves (columns 6 to 9) will be carefully checked by adding up the assamiwar entries. The assamiwar value, entered in columns 10 to 13 and 17 for each class of leaves (columns 6, 7 and 8), will be checked with the help of the tables and added up to test the correctness of the *lumberwar* value.

Where *barbardari* is allowed, it will be calculated at the authorized rates, and the total checked. The *lumberwar* totals of all the columns will be checked by lateral calculations. The mohurir will sign the book, on completion of the audit, in token of its correctness.

334. *Basket-filling book.*—Column 6 (number of basket) and column 8 (weight of leaves in each basket) will be compared with the audited English challan receipt by a mohurir and a clerk. The total amount of leaves for each basket will then be checked by a mohurir, and the clerk will sign the book in token of its correctness.

335. *Comparison.*—The columns of assamiwar entries, and the lumberwar totals of leaves and value as detailed below against the several registers will be compared:—

Columns which must agree in the respective books.

NAMES OF BOOKS.	Number of license.	Names.	Leaves.	Value.	Advance.	Chukt.	Balance.
Basket-filling book	4	5	10	12	..	...	...
Weighment register	4	5	9	10	18	19	20
Patsaltamam	2	4	9	13	14	22	16 to 18
Kabuliat	...	...	...	.	..	...	...

336 *Patsaltamam.*—The totals of columns 9, 13, 14, 18, 21 and 22 will be checked by mohurirs especially selected by the Head Auditor,

and the grand totals (leaves and value) will be compared with the corresponding totals of the sub-division, as obtained in the English abstract of challan receipts; the grand totals of each pergunnah and of the sub-division will be checked by lateral calculations; and the mohurir will sign the book in token of its correctness, it being also attested by the permanent clerk comparing the grand totals with the English abstract.

Trash account.

337. *Patsaltamam.*—The quantity of trash delivered by each contractor, as entered in this book, will be carefully compared with the corresponding audited figures of the English account, and the value of each item will be calculated at the authorized rate. The entries of trash and value will then be added up, and the totals checked. The several columns will then be checked by lateral calculations. The totals of the grand totals of trash delivered by a sub-division, and its value, will be compared with the corresponding figures in the English abstract of trash received.

The mohurir checking the book will sign it in token of its correctness, and it will also be attested by the permanent clerk comparing the grand totals with the English account.

338. *Head Auditor's control.*—The Head Auditor's supervision over the audit of the vernacular assamiwar accounts must be thorough and efficient, and he will use his own discretion in distributing the work among his Assistants in such a manner as will ensure perfect accuracy.

339. He will, from time to time, review the work of each man, testing any portion, to be selected at random, and initialling every portion so tested.

While the work is in progress, he will keep notes of special points requiring the orders of Agent; and he will submit to the Agent on the close of each week a progress report of work done (Opium Form No. 106).

340. *Final Audit Certificate.*—On the conclusion of the audit of the account of each division, the Head Auditor will submit to Agent a final audit certificate (Opium Form No. 107), together with a review or objection statement (Opium Form No. 108), showing the result of examination and audit of the assamiwar accounts, and also a note on any important points, in connection with the accounts, requiring the special attention of the District Officer. The final audit certificate will, after countersignature of the Agent, be forwarded to the Sub-Deputy Agent, together with the review statement, with the orders of the Opium Agent thereon.

The Head Auditor will also prepare the adjustment accounts of opium, leaves and trash (Opium Forms Nos. 109, 110, and 111), and will submit them in duplicate through the head accountant to the Agent. After necessary check and countersignature of the Agent, one copy will be forwarded to the Sub-Deputy Agent concerned for record in his office.

341. *Return of Accounts.*—The accounts will be returned to the district officers before the commencement of the next year's weighments. The patsaltamam only will be retained in the Audit Office for record.

342. The following vernacular accounts are received in the audit office in connection with receipts and disbursement of money :—

(1) Rokar or cash-book, annually.

(2) Maskabar or Jamakharch saltamam, annually.

The head muharrir of the audit office will have charge of the above accounts under the orders of the head auditor.

343. The head muharrir will, with the help of an assistant, if necessary, check these accounts. He will sign each account after examination.

(1) *Rokar or Vernacular Cash-book.*

344. This book is received at the close of the season. The head auditor will himself check the system of cash-keeping by inspecting the transactions of at least five days in each month, and satisfy himself that the book has been properly kept up and attested by the assistant in charge of the subdivision. He will return the book to the district officer after examination.

(2) *Maskabar or Jamakharch Saltamam.*

345. This account is also received at the close of the season. The monthly totals of the different items will be checked by the head muharrir, who will sign the account in token of its correctness. It will then be countersigned by the head auditor.

The account will be returned to the district officer with the cash-book.

346. A register of advances will be kept in the audit office by the head clerk in Opium Form No. 11, in which all payments for opium, leaf and trash, respectively, and recoveries on each account, will be posted from the English lists of payments and cash accounts. On the close of the season the advances of each subdivision will be added up, and the value of the produce deducted from the total, striking the balance outstanding on account of opium, leaf and trash separately. The annual advance adjustment account will be compiled from this register and submitted to the head accountant by the end of November.

347. A monthly plus and minus memorandum of outstanding balances on account of opium, leaf and trash, respectively, will be prepared in the following form (Opium Form No. 113) :—

Plus and minus memorandum of outstanding balances for opium, leaves and trash for 189

Division.	Subdivision.	Season.	Opening balances.	Payments during the month.	Total.	Recoveries during the month.	Closing balances.	REMARKS.
			Rs.	Rs.	Rs.	Rs.	Rs.	

SECTION II.

Cash accounts and lists of payments.

342. The following vernacular accounts are received in the Audit Office, in connection with receipts and disbursements of money: –

(1) 1st and 2nd lists of payments and schedules, &c., bi-monthly.
(2) Cash accounts and schedules, &c., monthly.
(3) Rokar or cash-book, annually.
(4) Mashkabar or jamakharch saltamara, annually.

The head mohurir of the Audit Office will have charge of the above accounts under the orders of the head-auditor.

(1) *Lists of payments and schedules, &c.*

(2) *Cash accounts and schedules, &c.*

343. The head mohurir will, with the help of an Assistant, if necessary, check the totals of these accounts and examine the totals of the schedules with the corresponding figures of the lists of payments and cash account respectively. He will examine the opening balance of the cash account with the closing balance of the previous month, and check the closing balance of the account under review by deducting the expenditure of the month from the sum of the opening balance and receipts. He will sign each account after examination.

These accounts will be retained in the Audit Office for record.

344. When the checking of the accounts is completed, the head mohurir will prepare an abstract in the following form (Opium Form No. 112):—

Abstract of receipts and expenditure for the month of 18

DIVISION.	Sub-division.	Opening cash balance.	Receipts during the month.	Total.	EXPENDITURE. PAYMENTS FOR—							Closing cash balance.	REMARKS.
					Opium.	Leaf.	Trash.	Wells.	Cash refunds.	Other charges.	Total.		

345. The above account will be translated into English by the head clerk of the Audit Office, and the English abstract, after signature of the head auditor, will be forwarded in duplicate to the head accountant, who will compare the same with the English account and return one copy to the head auditor, duly countersigned, if found correct, retaining the other in his own office for record.

346. A register of advances will be kept in the Audit Office by the head clerk in Opium Form No. 11, in which all payments for

opium, leaf, and trash, respectively, and recoveries on each account will be posted from the vernacular lists of payments and cash accounts with the help of the head mohurir. On the close of the season, the advances of each sub-division will be added up, and the value of the produce deducted from the total, striking the balance outstanding on account of opium, leaf and trash separately. The annual advance adjustment account will be compiled from this register, and submitted to the head accountant by the end of November.

347. A monthly plus and minus memorandum of outstanding balances on account of opium, leaf, and trash, respectively, will be prepared by the head mohurir in the following form (Opium Form No. 113) :—

Plus and minus memorandum of outstanding balances for opium, leaves and trash for 18

DIVISION.	Sub-division.	Season.	Opening balance.	Payments during the month.	Total.	Recoveries during the month.	Closing balance.	REMARKS.

348. The above account will be translated into English by the head clerk. The English copy will, with the signature of the head auditor, be forwarded to the head accountant in duplicate. The latter will compare it with the English account, and return one copy to the head auditor, after countersignature, if found correct, retaining the other in his own office for record. The figures for each season will be shown separately.

(3) *Rokar or vernacular cash-book*

349. This book is received at the close of the season. The head auditor will himself check the system of cash-keeping by inspecting the transactions of at least five days in each month, and satisfy himself that the book has been properly kept up and attested by the Assistant in charge of the sub-division. He will return the book to the district officer after examination.

(4) *Mashkabar or jamakharch saltamam.*

350. This account is also received at the close of the season. The monthly totals of the different items will be compared by the head mohurir with the abstracts compiled from the monthly accounts, and the mohurir will sign the account in token of its correctness. It will then be countersigned by the head auditor.

The account will be returned to the district officer with the cash-book.

APPENDIX TO OPIUM MANUAL.

PART II.

BENARES AGENCY.

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APPENDIX B.

List of Returns required in the Benares Opium Agency.

Names of Returns.	From whom.	To whom.	Date of submission.	Remarks.		Remarks.
				Number of form.	Code reference.	
Daily.						
Daily weighment report	Sub-Deputy Agent	Opium Agent and Factory Superintendent.	Daily	72	Rule 250	During opium weighment only.
Comparative memorandum of weighment.	Ditto ...	Opium Agent	Do.	73	,, 250	Ditto.
Weekly.						
Settlement report	Sub-Deputy Opium Agent	Opium Agent	Weekly, 1st, 8th, 15th, and 22nd of each month.	42	Rule 170	During settlement.
Ditto	Opium Agent ...	Board ..	Ditto ditto	43	,, 170	Ditto.
Tour diary	Sub-Deputy Opium Agent	Opium Agent	Close of each week, Sunday to Saturday.	44	,, 183	November to March.
Estimate report	Ditto ...	Ditto	Weekly, 1st, 8th, 15th, and 22nd of each month.	45	,, 185	November to end of weighments.
Ditto	Opium Agent	Board and Government of India.	Ditto ditto ..	45	,, 185	Ditto.
Ditto	Sub-Deputy Opium Agent	Collectors and Deputy Commissioners.	Ditto ditto ...	Letter	,, 185	Ditto.
Report of preparation of cultivators' final accounts.	Ditto ...	Opium Agent	Ditto ditto ...	87	,, 280	During preparation of accounts
Weekly report of adjustments	Ditto ..	Ditto	Ditto ditto ..	89	,, 291	During chukti payments.
Monthly.						
Transfer statement of Assistant Sub-Deputy Opium Agents.	Opium Agent	Accountant-General, Bengal.	Close of the month ...	1	Rule 10	
Application for funds	Sub-Deputy Opium Agent	Opium Agent	12th of each month ...	3	,, 22	
Ditto	Opium Agent .. .	Accountant-General ..	20th of each month ...	4	,, 23	
Intimation of requirements	Sub-Deputy Opium Agent	Treasury Officer	Ditto .	5	,, 26	
Opium suit statement	Ditto ...	Opium Agent	Close of each month ...	21	,, 101	
District officer's diary	Ditto ..	Ditto	Ditto . ..	44	,, 51	April to October.
Estimate report	Opium Agent, Behar or Benares.	Ditto	Ditto	45	,, 185	November to end of weighments.

Quarterly.					
Progress report of wells	Opium Agent, Behar or Benares.	Opium Agent	Close of each quarter ...	29	Rule 118
Annually.					
Budget estimate	Sub-Deputy Opium Agent	Opium Agent	15th July	2	Rule 20
Ditto	Opium Agent	Board	20th August	A. G. B. No. 223.	,, 21
Statement of produce	Ditto	Accountant-General, Bengal.	Close of season	12	,, 43
Broad shee	Ditto	Ditto	Ditto	A. G. B. No. 196.	,, 43
Detailed statement of advances, recoveries, &c.	Ditto	Ditto	Ditto	13	,, 43
Detailed statement of outstanding balances.	Ditto	Ditto	Close of financial year ...	14	,, 45
Plus and minus memorandum of dead-stock.	Sub-Deputy Agent and Agent.	Board	Ditto	15	,, 48
Service roll—superior subordinates ...	Sub-Deputy Opium Agent	Opium Agent	1st June	16	,, 55
Register of securities	Ditto ...	Ditto	Close of financial year ...	20	,, 96
Detailed statement of outstandings for wells.	Ditto ...	Ditto	Ditto ditto ...	30	,, 119
Ditto ditto	Opium Agent	Accountant-General, Bengal.	Ditto ditto ...	30	,, 119
Final settlement report	Sub-Deputy Opium Agent	Opium Agent	On completion of settlements.	43	,, 170
Measurement report	Ditto ...	Ditto	Close of measurement ...	48	,, 192
Ditto	Opium Agent ...	Board	Ditto ...	49	,, 192
Progress report of inspection	Sub-Deputy Opium Agent	Opium Agent	21st December and close of tour.	53	,, 197 & 198
Application for weighment articles ...	Ditto ...	Ditto	October	54	,, 199
Ditto for temporary establishment.	Ditto ...	Ditto	1st February	57	,, 205
Statement showing area, outturn, average, &c., of two years.	Ditto ...	Ditto	Close of season	90	,, 296
Ditto showing advances, recoveries, value of opium, balances, &c.	Ditto ...	Ditto	Ditto	91	,, 296
Ditto showing classification of opium.	Ditto ...	Ditto	Ditto	92	,, 296
Ditto showing fines, mulcts, confiscation, &c.	Ditto ...	Ditto	Ditto	93	,, 296
Ditto showing engagements, measurements, failures, number of cultivators' produce, average, &c.	Ditto ...	Ditto	Ditto	94	,, 296
Advance adjustment account of opium, leaves and trash.	Ditto ...	Ditto	Ditto	95	,, 296
Sadr adjustment account of opium ...	Ditto ...	Ditto	Ditto	109	,, 340
Ditto ditto of leaves ...	Ditto ...	Ditto	Ditto	110	,, 340
Ditto ditto of trash ...	Ditto ...	Ditto	Ditto	111	,, 340
Five-yearly.					
Dead-stock return	Ditto and Agent	Board	Close of financial year (1891, 1896, 1901, &c.) ...	A. G. B. No. 158.	,, 48

APPENDIX C.

List of Forms prescribed in the Opium Manual, Part II Benares Agency.

Serial number of forms.	Description of Forms.	Code reference.
1	Transfer statement of Assistant Sub-Deputy Opium Agent.	Rule 10
2	Annual Budget Estimate ..	,, 20
3	Divisional application for funds.	,, 22
4	Agency application for funds	,, 23
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OPIUM FORM No. 1.]

BENARES OPIUM AGENCY.

Statement showing the transfers of Assistant Sub-Deputy Opium Agents made during the month of _____ 189.

NAMES OF OFFICERS.	Transferred from	Transferred to	Salary.	Date of making over charge at old station.	Date of taking over charge at new station.	REMARKS.

BENARES OPIUM AGENCY;

_____

The _____ 189

Opium Agent.

OPIUM FORM No. 2.]

BENARES OPIUM AGENCY.

Budget Estimates (Disbursements) for the year ending 31st March 189

11.—*Opium.* — *Sub-Deputy Agency.*

Number.		Estimate.	
189 -9		189 -9 .	
		Rs. only.	
	Sub Deputy Agent		
	Assistant do.		
	Clerks		
	Servants .		
	Temporary establishment .		
	Payments for cultivation of opium*		* Details to be given in a separate memo. to be annexed.
	Payment for leaves, viz.—		
Rupees.	Mds. at Rs. 10 per md , Rs.		
A.—Money-bags, safes, &c. ..	,, at ,, 7 per ,, ,, ...		
B.—Pankha-coolies (months), @ at Rs. each .	,, at ,, 5 per ,, ,, ..		
Carriage of tents and records ...	Payments for trash .		
Carriage of goods by rail, &c. ..	Transit and weighment charges .		
Cloth for bundles or dusters, @ per yard	Freight .		
Binding books for Office Libraries	Manufacturing charges .		
Service Telegrams ..	Treasury contingencies, A .		
Miscellaneous petty charges .	Commission to Amlah		
	Country stationery		
	Petty construction and repairs .		
	Office expenses as per detail B.		
	Miscellaneous as per detail C.		
Total .	Travelling allowances of officers on duty, D		—
	Travelling allowances of establishment, E. ..		
	Purchase of service stamps ...		
C.—Purchase of furniture ...	Total Rs. ..		
Purchase of tents			
Repair of furniture			
,, of tents			
Books			
Bonus to Dandidars and Parkhas . . .			
Rents of sites and houses .			
Other charges (to be detailed) .			
Total ...			
D.—Tentage at Rs. 5 a day			
Mileage at 8 annas a mile ...			
Railway fare of European Officers			
Total ..			
E.—Mileage			
Haltage . ..			
Railway fare			
Total ...			

_____ DIVISION,

The _____ 189 .

Sub-Deputy Opium Agent.

OPIUM FORM No. 2—*concluded.*

*FOR BUDGET OF 189 -9

MEMORANDUM.

Average per bigha—

Of the last 5 years, viz —

	Bigahs.	Mds.	Seers.	Chks.
In 188 -8				
,, 188 -8				
,, 188 -8				
,, 188 -8				
,, 189 -9				
Total				

⅕ or average per bigha of 5 years

For 189 -9 , *Chuktis.*

Quantity of lands expected to be brought under cultivation in 189 -9 , is bighas an average per bigha of seers, chks. will give an entire produce of mds.

Chuktis at Rs. 133-5-4 per maund is Rs.

For 189 -9 , *Advances.*

Quantity of lands expected to be brought under cultivation in 189 -9 , is bighas An average per bigha of seers, chks. will give an entire produce of mds.

Advance at Rs. 66-10-8 per maund, is Rs.

Total payments for cultivation of opium ...

OPIUM FORM No. 3.]

BENARES OPIUM AGENCY.

Application for funds required for _____ *Division for the month of* _____ 189 *and the two ensuing months.*

SUB-DIVISION.	Revenue treasuries.	Letters of credit obtained from April up to date.	Amount drawn up to 10th of current month by cheques.	Balance of credit in the revenue treasuries, column 3, minus 4.	Closing cash balance in opium treasury on 10th of the current month.	Total of columns 5 and 6.	ESTIMATED EXPENDITURE.			Difference between columns 7 and 10.	ESTIMATED REQUIREMENT FOR THE TWO ENSUING MONTHS.		REMARKS.
							From 11th to the end of the current month.	For the ensuing month.	Total columns 8 and 9.				NOTE.—Full details of the estimated expenditure (column 10) should be given in this column.
1	2	3	4	5	6	7	8	9	10	11	12	13	14

OPIUM DIVISION,

Dated _____ 189 .

Sub-Deputy Opium Agent.

OPIUM FORM No. 4.]

BENARES OPIUM AGENCY.

Statement showing the amounts for which letters of credit are required by the officers of the Opium Department from the several treasuries in _____ *during the month of* _____ 189 , *and the probable requirements of the two ensuing months.*

Treasuries from which amount is to be drawn.	Names of officers to whose credit the amounts are to be placed.	Amounts for which letters of credit are required for the month of .	Probable requirements for the months of		REMARKS.
		Rs.	Rs.	Rs.	

NOTE.—Details of the total amounts likely to be drawn in _____ 189 are given on the reverse.

OPIUM AGENCY,
The _____ 189 . } *Opium Agent.*

Statement showing the total amounts likely to be drawn in _____ 189

To be drawn by	Revenue treasuries.	Letters of credit applied for as shown overleaf.	Amount likely to be drawn.	REMARKS.
				Sums required in excess of the amounts applied for will be met from the undrawn balance of previous letters of credit.

OPIUM AGENCY,
The _____ 189 } *Opium Agent.*

OPIUM FORM No. 5.]

BENARES OPIUM AGENCY.

Estimate of amounts likely to be drawn by the Opium Department from the _____ *Treasury during* _____ 189 *and the two ensuing months.*

Total of letters of credit obtained from April up to date.	Letters of credit applied for, for the ensuing month.	Total of columns 1, and 2.	Amount drawn from April up to date by cheques.	Balance, column 3 minus column 4.	ESTIMATE OF AMOUNTS LIKELY TO BE DRAWN DURING THE ENSUING CALENDAR MONTH.					Estimated balance column 5 minus column 10.	ESTIMATED REQUIREMENT FOR THE TWO ENSUING MONTHS.		REMARKS.
					1st week, 1st to 7th.	2nd week, 8th to 14th.	3rd week, 15th to 21st.	4th week, 22nd to 31st.	Total of columns 6 to 9.				
1	2	3	4	5	6	7	8	9	10	11	12	13	14

No.

FORWARDED to the officer in charge of the Treasury at _____ for information.

OPIUM DIVISION,

The _____ 189 .

Sub-Deputy Opium Agent.

OPIUM FORM No. 6.]

BENARES OPIUM AGENCY.

No. _____

Dated _____ 189

Amount _____

On what account paid _____

"and debit to Opium Department." 18-6-92.

Collector's Treasury

Sub-Deputy Opium Agent.

BENARES OPIUM AGENCY.

No. _____ Rupees _____ dated _____ 189

PLEASE pay to _____

the sum of Rupees _____

on account of _____

~~per Opium Agency's letter of credit No. _____, dated the~~

_____ 189

Sub-Deputy Opium Agent.

To

THE TREASURY OFFICER,

_____

OPIUM FORM No. 7]

BENARES OPIUM AGENCY.

No. _____

To

THE TREASURY OFFICER OF

SIR,

I HEREBY advise you that I have this day drawn the undermentioned Draft upon your Treasury in part of my letter of credit for this month :—

No.	Date.	In favour of	Amount.	Number and date of last advice issued.

SUB-DEPUTY OPIUM AGENCY ;

_____

The _____ 189

I have the honour to be,

SIR,

Your most obdt. servant,

Sub-Deputy Opium Agent.

BENARES OPIUM AGENCY.

No. _____

To

THE TREASURY OFFICER OF

SIR,

I HEREBY advise you that I have this day drawn the undermentioned Draft upon your Treasury in part of my letter of credit for this month :—

No.	Date.	In favour of	Amount.	Number and date of last advice issued.

SUB-DEPUTY OPIUM AGENCY ;

_____

The _____ 189

I have the honour to be,

SIR,

Your most obdt. servant,

Sub-Deputy Opium Agent.

OPIUM FORM No 8]

BENARES OPI

Requisition for cash required for

Name of pargana.	Number of license.		Advances during Settlements.												Chukti payments.											
	Last years'.	Current years'.	Area engaged as per column 14, Settlement Register.		Rate per bigha.			Advances for Opium as per column 5 of 6, Opium Payment Register.			Advances for Leaves as per column 7, Leaf Register.			Advances for Trash as per column 7, Trash Payment Register.			Total of columns 5, 6, and 7.			For Opium, column 23, Opium Payment Register.			For Leaves, column 23, Leaf Payment Register.			For Trash, column 23, Trash Payment Register.			Total of columns 9, 10 and 11.		
1	2		3		4			5			6			7			8			9			10			11			12		
			B.	B.	Rs.	A.	P.	Rs	A.	P.	Rs.	A.	P.	Rs.	A.	P.	Rs.	A.	P.	Rs.	A.	P.	Rs.	A	P.	Rs.	A.	P	Rs.	A.	P.

DIVISION ;

The 189

UM AGENCY.

payments on 189 , *Sub-division* _____

Payments during weighments.				Miscellaneous expenditure as per bills passed for payment as detailed on the reverse.	Total amount required for payment, columns 8, 12, 16, and 17.	Remarks.
For Opium as per column 17, Opium Payment Register.	For Leaves as per column 17, Lea Payment Register.	For Trash as per column 17 Trash Payment Register.	Total of columns 13, 14, and 15.			
13	14	15	16	17	18	19
Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	
						I CERTIFY that I have checked all the entries in this Statement in accordance with the instructions in Rule 35 of the Opium Manual, and I am satisfied that the amount Rs. the total of column 18 is actually required, and it is passed for payment.

Sub-Deputy Opium Agent.

Sub-Deputy Opium Agent.

OPIUM FORM No. 8(a).] BENARES OPI

سب - ڈویژن

پتي و نيز ديگر اخراجات متفرقات تاريخ ـــــ ماہ ـــــ سنہ ۱۸۹۰ع

کيفيت	جملہ رقومات مندرجہ خانہ ۸ و ۱۲ و ۱۶ و ۱۷	اخراجات متفرقات مطابق بل وغيرہ منظور شدہ حسب تفصيل مندرجہ پشت فارم ہذا	تقسيم قيمت مال وغيرہ ہنگام وزن			
			جملہ قيمت خانہ ۱۳ و ۱۴ و ۱۵	بابت قيمت پتي مطابق خانہ ۱۰ پٹ سال تمام پتي	بابت قيمت پتل مطابق خانہ ۱۶ رجسٹر وزن پتل	بابت قيمت مال مطابق خانہ ۴۲ رجسٹر وزن مال
۱۹	۱۸	۱۷	۱۶	۱۵	۱۴	۱۳
سارٹيفکٹ اِس بات کي ديتا ہون کہ حساب مندرجہ بالا کو رجسٹر بندوبست و چودہاني مال و پتل و پٹ سال تمام پتي سے مرتب کيا و جانچا بالکل صحيح پايا اور مبلغ جو خانہ ۱۸ مين درج ہے وہ رقم بنظر تقسيم ضروري ہے اور استدعا ہے کہ نقد مذکور برآمد از خزانہ فرمايا جاوے العبـــــــہ گماشتہ تاريخ ـــــــ Pay Rupees (in words —— as passed in the English Cash Requisition for—— 18 *Sub-Dy. Opium Agent.*						

—— SUB-DIVISION;
The —— 189 .

UM AGENCY.

بنارس اوپیم ایجنسي ڈویژن

درخواست برآمد روپیه از خزانه بنظر تقسیم اکھامبان بابت قیمت مال و پتل و

نام پرگنه	نمبر پٹه		دادني هنگام بندوبست					چوکتي			
	سال گذشته	سال حال	اراضي بندوبست مطابق خانه ۱۴ رجسٹر بندوبست	شرح دادني في بیگهه	زر دادني بابت مال	زر دادني بابت پتل	زر دادني بابت پتي	جمله دادني خانه ۵ و ۶ و ۷	چوکتي بابت مال مطابق خانه ۵۲ رجسٹر وزن مال	چوکتي بابت پتل مطابق خانه ۱۹ رجسٹر وزن پتل	چوکتي بابت پتي مطابق خانه ۱۰ پتي سال تمام پتي	جمله زر چوکتي خانه ۹ و ۱۰ و ۱۱
۱	۲		۳	۴	۵	۶	۷	۸	۹	۱۰	۱۱	۱۲

Sub-Deputy Opium Agent.

OPIUM FORM No. 9.]

BENARES OPIUM AGENCY.

Treasury Warrant No. , *dated* 189

For Rupees, ...

To Treasurer, ...

Heading, ...

Pay Rupees, ...

.....

To .....

On account of .....

.....

Agreeably to order No. , dated 189

Examined

Head Clerk

..... DIVISION,

The ..... 189 .

Sub-Deputy Opium Agent.

BENARES OPIUM AGENCY.

Treasury Warrant No. , *dated* 189

For Rupees, ...

To Treasurer, ...

Heading, ...

Pay Rupees, ...

.....

To .....

On account of .....

.....

Agreeably to order No. , dated 189

Examined

Head Clerk

..... DIVISION,

The 189

Sub-Deputy Opium Agent.

نمبر وارنٹ تاریخ ماہ سنہ ۱۸۹ ع

تعداد روپیہ

حکم بنام خزانچي

مد حساب جس مین خرچ مندرج ہوگا

دو یہہ روپیہ مسمی

بابت

مطابق حکم اور نمبر تاریخ ماہ سنہ ۱۸۹ ع

دستخط سرشتہدار

نمبر وارنٹ تاریخ ماہ سنہ ۱۸۹ ع

تعداد روپیہ

حکم بنام خزانچي

مد حساب جس مین خرچ مندرج ہوگا

دو یہہ روپیہ مسمی

بابت

مطابق حکم اور نمبر تاریخ ماہ سنہ ۱۸۹ ع

دستخط سرشتہدار

OPIUM FORM No 10.]

BENARES OPIUM AGENCY.

No. _____

Certified that the sum of Rs. _____ *was paid to the Poppy Cultivators of the* _____ *Division, on account of* _____ *of* 189 -9 *, from* _____ *to* _____ 189 , viz.:—

SUB-DIVISIONS.	Amount.		
	Rs.	A.	P.
Total ...			

_____ DIVISION,
The _____ 189 .

Sub-Deputy Opium Agent.

OPIUM FORM NO. 11.]

BENARES OPIUM AGENCY.

Advance Account of *Sub-division* *for season* 189

Month in which advances are made.	ADVANCES AS PER			Balance after deducting value of Opium.	Month in which recoveries were made.	ADJUSTMENT BY			REMARKS.
	1st list of payments.	2nd list of payments.	Total.			Cash recoveries.	Remission of		
							Irrecoverable balance.	Price of good opium confiscated.	

OPIUM FORM NO. 12.]

BENARES OPIUM AGENCY.

Statement showing the quantity of opium, leaves and trash produced in each Opium Division for 189

DIVISION.	QUANTITY OF DAMDETA OPIUM AND PUSSEWAH.		QUANTITY OF POPPY FLOWER LEAVES.			Quantity of trash at 12 annas per maund.	REMARKS.
	Opium at Rs. 5 per seer.	Pussewah at Rs. 3-8 per seer.	1st sort at Rs. 10 per maund.	2nd sort at Rs. 7 per maund.	3rd sort at Rs. 5 per maund.		
	MD. S. C.	MD. S. C.	MD. S. C.	MD. S. C.	MD. S. C.	MD. S C.	

BENARES OPIUM AGENCY;

The _____ 189 .

Opium Agent.

OPIUM FORM No. 13.]

BENARES OPIUM AGENCY.

Statement of Season 189 , *showing by comparison the quantity of* $\frac{opium}{leaves,\ trash}$ *delivered, the amounts of payments, and the amounts remaining to be adjusted.*

DIVISIONS.	ADVANCES AND LISTS OF PAYMENTS IN WHICH DEBITED.		RECOVERIES AND CASH ACCOUNTS IN WHICH CREDITED.		Balance.	Value of $\frac{opium}{leaf,\ trash}$ delivered as per statement (Opium Form No. 12).	Balance due to Government.	Amount due to cultivators.	REMARKS. If since recovered, the particular cash recovery entry should be cited.
	Lists.	Amounts.	Cash accounts	Amounts.					

BENARES OPIUM AGENCY,
DIVISION;
The _____ 189 .

Opium Agent.

OPIUM FORM No. 4.]

BENARES OPIUM AGENCY.

Statement showing the balances on account of advances for Opium, Leaf and Trash outstanding on 31st March 189

DIVISION AND SEASON.	Balance outstanding on 31st March.	Amount paid from April to 31st March.	Total.	Deduct amount recovered from 1st April to 31st March.	Net balance outstanding on 31st March.	REMARKS.

_____ DIVISION,
The _____ 189

Opium Agent.

OPIUM FORM No. 15.]

BENARES OPIUM AGENCY.

Statement showing the Increase and Decrease in the Dead Stock.

NAMES OF STORES.	Balance on 31st March.	Received during the year.	Total.	Disposed of during the year.	Balance on close of year.	REMARKS.

_____ DIVISION,
The _____ 189

Sub-Deputy Opium Agent.

OPIUM FORM No. 16.]

BENARES OPIUM AGENCY.

Statement showing the period of Service, &c., of the Native Establishment under the Division, Opium Agency.

Name of Officer.	Rank and caste or sect.	Salary or average emoluments for three years.	Total period of service in the Department up to 31st May.	Period of service in present grade up to 31st May.	Remarks on the general character and qualifications, mental and physical, of each officer, as also his present age.	Place of residence (i.e., his home) and what relatives each officer has in the Department.	History of each officer's service from date of officer's entering the Department to present date, showing in detail the several appointments held, breaks in service, if any, the different rates of salary drawn, &c., &c.
1	2	3	4	5	6	7	8

_____ DIVISION,
The _____ 189 .

Sub-Deputy Opium Agent.

OPIUM FORM No. 17.]

BENARES OPIUM AGENCY.

Service Register of subordinates below the rank of mohurir, Sub-division.

Name.	Rank.	Caste.	Home.	Salary.	Date of first appointment, noting sub-divisions served in and the period in each.	Dates of promotion, reduction, or transfer.	Particulars as to character and ability, it being stated against each whether he can read and write Hindi or Urdu or both.
1	2	3	4	5	6	7	8

_____ DIVISION,
The _____ 189 .

Sub-Deputy Opium Agent.

OPIUM FORM No. 18.]

BENARES OPIUM AGENCY.

बनारस ओपियम एजन्सी।

नम्बर मोहर्रिर नम्बर जिल्लादार

कोठी वाबत् हफ़्ता महीना सन्

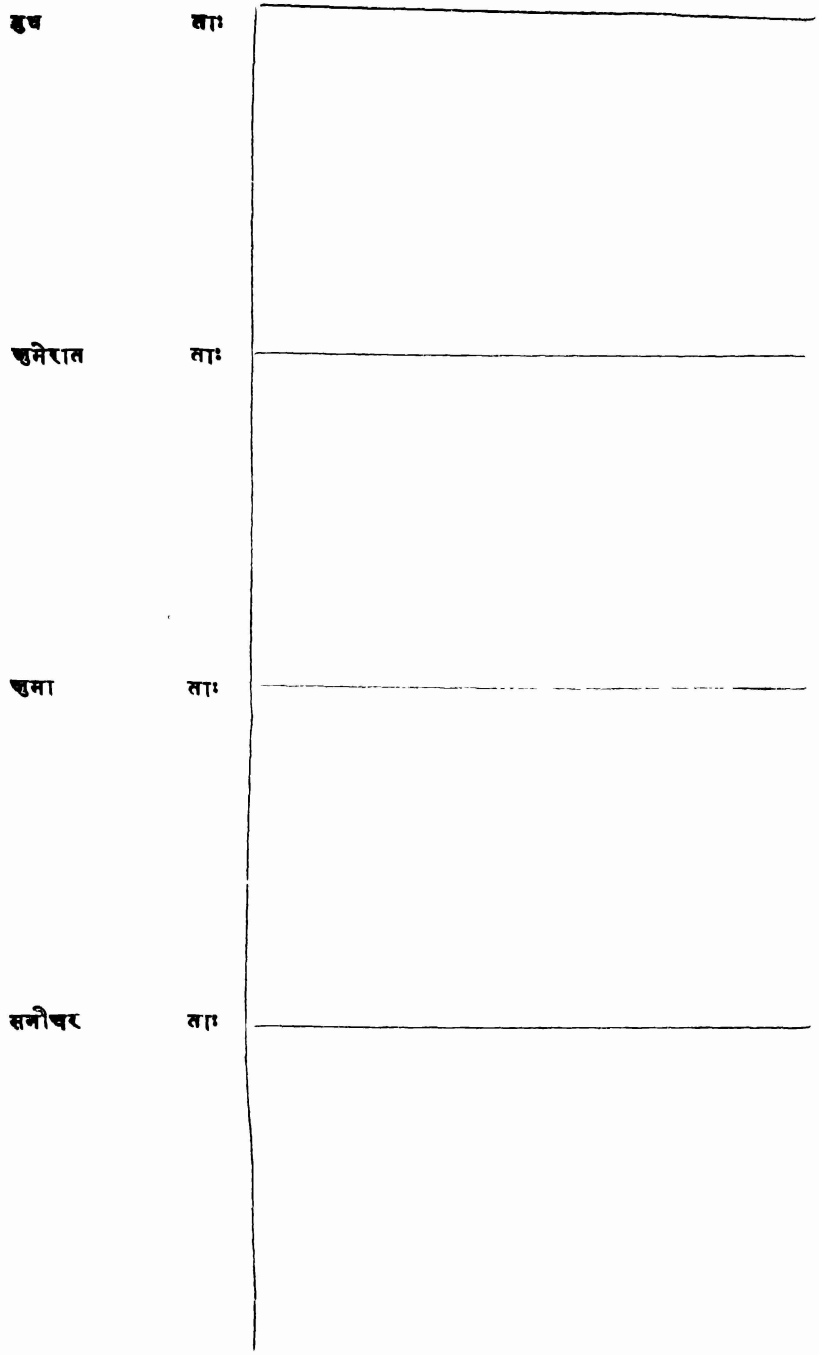
रोज़नाम्चा

तारीख़ पञ्चने रोज़नाम्चा हुक्म

एतवार ताः

सोमवार ताः

मंगल ताः


बुध ताः
शुक्र ताः
सूर्य ताः
शनीश्चर ताः

OPIUM FORM NO. 19.]

BENARES OPIUM AGENCY.

KNOW ALL MEN by these presents that of is held and firmly bound unto the Secretary of State for India in Council in the sum of Rs. to be paid to the said Secretary of State in Council his successors or assigns or his or their certain attorney or attorneys for which payment well and truly to be made I bind myself my heirs executors administrators and representatives firmly by these presents bearing my signature dated this day the day of 18

WHEREAS the above bounden was on the day of appointed to and now holds and exercises the office of and whereas by virtue of such office the said has among other duties under the orders of the Sub-Deputy Opium Agent the care charge and responsibility for the safe and proper keeping in his custody of all moneys Government currency notes stamps and Government securities (hereinafter together only called "the said property") paid to or deposited with him by any officer of Government and whereas the said is further bound to keep true and faithful accounts of the said property and of his dealings with or payments to opium cultivators assàmis or lambardàrs or with contractors or other persons who deal with the said as such officer in the form and manner already prescribed or that may from time to time be prescribed under the authority of Government and also to prepare and submit such returns and such accounts as he may from time to time be called upon to do and whereas the said in consideration of his said appointment has delivered to and deposited with and endorsed over to as such Sub-Deputy Opium Agent as aforesaid Government securities to the extent of Rs. of which the numbers amounts and other particulars are set forth and specified in the schedule hereunder written for the purpose of in part securing and indemnifying the said Secretary of State in Council his successors and assigns against all loss and damage which he or they might or may in any way suffer by reason of the said property or any part or parts thereof being in any way consumed wasted embezzled stolen mis-spent lost misapplied or otherwise dishonestly negligently or by or through oversight or violence made away or parted with by himself the said or any person acting for him in his said office during his absence or otherwise or by any servants or other persons nominated or accepted by or serving under him the said or by any other person or persons whomsoever whether in the service of Government or otherwise and whereas the said has entered into the above bond in the penal sum of conditioned for the due performance by him the said of the duties of the said office aforesaid and of other the duties appertaining thereto or which may lawfully be required of him and the indemnity of the said Secretary of State in Council and his servants against loss from or by reason of the acts or defaults of the said and of all and every the persons and person aforesaid.

NOW THE CONDITION of the above written bond is such that if the said has whilst he has held the said office of as aforesaid always duly performed and fulfilled the said duties of the said office and other the duties aforesaid and if the said shall whilst he shall hold the said office always duly perform and fulfil all and every the duties thereof aforesaid and further if he the said do and shall indemnify and save harmless the said Secretary of State in Council his successors and assigns the Government of and all and every the person or persons who from time to time has or have held or shall hold or exercise the said office of Sub-Deputy Opium Agent whilst the said has held or shall hold and enjoy the said office of as aforesaid of and from all and every loss and damage which during the time the said has held executed and enjoyed the said office has happened or been sustained or shall or may at any times or time hereafter during the time that he the said or his agent or agents nominee or nominees shall hold or exercise or act in the said office happen to or be sustained by the said Secretary of State in Council his successors or assigns the Government of or the said Sub-Deputy Opium Agent for the time being by from or through the means of the neglect failure misconduct disobedience omission crime or

insolvency of the said or his said agent or agents nominee or nominees or of any of the servants clerks or other persons nominated accepted by or serving under him the said or his said agent or agents nominee or nominees or by from or through the consuming wasting embezzling stealing mis-spending losing mis-applying or otherwise dishonestly or negligently or through oversight or violence making away or parting with the said property or any part or parts thereof by any person or persons whomsoever whilst he or the said has acted or shall continue to act in the said office of as aforesaid then this obligation to be void and of no effect otherwise the same shall be and remain in full force and virtue: PROVIDED ALWAYS and it is hereby declared and agreed that the said shall not be at liberty to terminate his suretyship except upon giving to the Sub-Deputy Opium Agent for the time being of the Government of of six calendar months' notice in writing of his intention so to do and liability under this bond shall continue in respect of all omissions and defaults on the part of the said until the expiration of the said period of six months. Provided always and it is hereby declared and agreed by the said with the said Secretary of State in Council that the Government Promissory Notes for Rs. so deposited as aforesaid respectively or such other Government security or securities to the same amount as the Sub-Deputy Opium Agent for the time being may consent from time to time to accept and receive and shall accordingly receive in lieu or exchange for the same and the interest thereof respectively shall be and remain with the said Sub-Deputy Opium Agent for the time being as and for part and additional security to the said Secretary of State in Council his successors or assigns for the purposes aforesaid with full power to the said Secretary of State in Council his successors or assigns or his or their officers and servants duly authorized in that behalf from time to time as occasion shall require to sell and dispose of the said Government securities or a sufficient portion thereof with the interest thereon and to apply the proceeds thereof in and towards the indemnity as aforesaid of the said Secretary of State in Council his successors and assigns as the case may require but nevertheless the interest of the said Government securities may in the meantime be paid over as the same shall be realized by the said Sub-Deputy Opium Agent for the time being or if they shall think fit to the said

PROVIDED FURTHER and it is hereby expressly agreed and declared between and by the said and the Secretary of State in Council that it shall be lawful for the said with the consent of the said Sub-Deputy Opium Agent or of other the person exercising his functions for the time being under the sanction of the Government of first had and obtained to change and substitute for the said deposit of Government Promissory Note for Rs. or any part thereof or for any substituted notes from time to time other notes of the same or other loans of the same or greater value without in any way affecting the obligation of the said bond or the liability of the said as such securities as aforesaid.

The Schedule above referred to.

AND IT IS HEREBY LASTLY AGREED and declared by and between the said and with the said Secretary of State that on the vacation by the said ( ) of his said office of the abovementioned Government Promissory Notes for Rs. or any notes that may be substituted therefor as aforesaid shall not be at once returned to him but shall be and remain with the said (the authority with whom the notes are deposited) for the term of six months as security against any loss that may have been incurred by the Secretary of State owing to the neglect or default of the said or any other person or persons as aforesaid and which may not have been discovered until after the vacation of his appointment by the said PROVIDED ALWAYS that the return at any time of the said Government Promissory Notes shall not be deemed to affect the right of the said Secretary of State to take proceedings upon the said bond against the said in case of any breach of the conditions of the said bond shall be discovered after the return of the said Government Promissory Notes.

OPIUM FORM No. 19(a).]

BENARES OPIUM AGENCY.

بذریعہ اِس تحریر کے تمام اشخاص کو واضح ہو کہ ساکن
نے سکریٹری آف اِسٹیٹ ہند اِجلاس کونسل کے ساتھہ اِقرار
واثق کیا ہے کہ وہ مبلغ سکریٹری آف اِسٹیٹ اِجلاس کونسل موصوف
اور اُسکے جانشینان یا منتقل اِلیہم یا اُسکے یا اُنکے اٹرنیان کو
ادا کریگا اوسکے بخوبي اور واقعي ادا ہونے کا میں اپنے آپ کو اور اپنے ورثاء و اوصیاء
و منتظمان و قائم مقامان کو بذریعہ اِس تحریر کے جسپر میرے دستخط ثبت
ہین اور جو مورخہ اِمروزہ یعني ماہ سنہ ۱۸ ع ہے ذمہدار
کرتا ہون *

ہرگاہ مقر مندرجہ صدر بتاریخ ماہ عہدہ
پر مقرر ہوا اور اب عہدہ مذکور پر مقرر ہے اور اُسکا کام کرتا ہے
اور ہرگاہ بذریعہ اُس عہدہ کے مذکور کا کام منجملہ اور کامون
کے بموجب احکام سب - ڈپٹي ایجنٹ افیون کے حفاظت و اِہتمام و ذمہداري
اِس بات کي ہے کہ اپني حراست مین تمام روپیہ اور کاغذات زر اور
اِسٹامپ اور کفالتہاے سرکاري (کہ اِن سب کو بعد ازین یک شامل صرف
بلفظ مال مذکور موسوم کیا گیا ہے) جو کہ اُسکو کسي عہدہدار سرکاري
سے ملین یا اُسکے پاس امانت کیئے یا کي جائین حفاظت و مناسب طور
سے رکھے اور ہرگاہ مذکور اِس بات کا بھي پابند ہے کہ صحیح اور
سچا حساب مال مذکور اور اپنے لین دین کا ساتھہ کاشتکاران یا آسامیان یا
نمبرداران یا ٹھیکہداران افیون یا دیگر اشخاص کے جو مذکور
کے ساتھہ بحیثیت عہدہدار مذکور لین دین کرین اور اُس روپیہ کا جو اشخاص
مندرجہ صدر کو ادا کیا جاے مطابق اُس نمونہ اور طریقہ کے جو مقرر ہو چکا ہے
یا وقتاً فوقتاً بمنظوري گورنمنٹ مقرر کیا جاے مرتب رکھے اور نیز ایسے نقشہجات
و حسابات جنکے طیار کرنے کا اُسکو وقتاً فوقتاً حکم ہو طیار و اِرسال کرے
اور ہرگاہ مذکور نے بمعاوضہ اپنے عہدہ مذکور کے کو بحیثیت
سب - ڈپٹي ایجنٹ افیون مسبوق الذکر کے کفالتہاے سرکاري مالیتي

مبلغ که جنکے نمبر اور جنکي تعداد اور دیگر حالات جو فہرست مندرجہ ذیل میں درج و بیان کئے گئے ہیں حوالہ و امانت اور اُنکے حق میں بتحریر ظہري منتقل اِس غرض سے کئے کہ جزاً تحفظ اور برات سکریٹري آف اِسٹیٹ اِجلاس کونسل موصوف اور اُسکے جانشینان و منتقل الیہم کي ایسے تمام نقصان اور ہرجہ سے ہو جو اُسکو یا اُنکو کسي طرح پر اِس وجہہ سے پہنچے یا پہنچ سکے کہ مال مذکور یا کوئي جزو یا اجزاء اُسکے کسي طرح پر تصرف یا برباد یا تغلب یا سرقہ یا صرف بیجا یا گم یا صرف غلط ہوئے یا اور نہج پر بد دیانتي یا غفلت یا توسیلہ یا بذریعہ غلطي یا زبردستي کے خود یا کوئي اور ایسا شخص جو اُسکي طرف سے اُسکے عہدہ مذکور میں اُسکي غیر حاضري میں یا اور نہج پر عمل کرتا ہو یا کوئي اور ایسے ملازم یا دیگر اشخاص جنکو اُسنے نامزد یا منظور کیا ہو یا اُسکي یعني مذکور کي ماتحتي میں کام کرتا ہو یا کوئي اور شخص یا اشخاص کہ وہ کوئي ہو یعني ملازمت سرکار میں ہو یا نہ ہو ضائع یا علیحدہ کرے اور ہرگاہ مذکور نے تمسک باندراج تاوان بقدر کارہاے کے اِس شرط سے لکھہ دیا ہے کہ وہ یعني عہدہ مذکور و دیگر کارہاے منصبي متعلقہ عہدہ مذکور یا جسکے کرنے کے واسطے اُسکو جائز طور پر حکم ہو اچھي طرح پر انجام دیگا اور بغرض اِبراء سکریٹري آف اِسٹیٹ اِجلاس کونسل موصوف اور اُسکے ملازمان کے یابت ایسے نقصان کے جو کے افعال یا قصور سے یا بوجہہ اُسکے افعال و قصور اور تمام یا ہر اشخاص اور شخص سبوق الذکر کے ہو تحریر کر دیا ہے *

واضح ہو کہ تمسک مندرجہ صدر کي شرط یہہ ہے کہ اگر مذکور در حالیکہ وہ عہدہ مذکور پر حسب متذکرہ صدر مامور ہو ہمیشہ خدمات عہدہ مذکور و دیگر خدمات مذکورالصدر بخوبي انجام دیتا اور سرانجام کرتا رہے اور اگر مذکور در حالیکہ وہ عہدہ مذکور پر مامور رہے تمام اور ہر خدمات عہدہ مذکور حسب مندرجہ صدر بخوبي انجام دیتا اور سرانجام کرتا رہے اور علاوہ بریں اگر وہ یعني مذکور سکریٹري آف اِسٹیٹ اِجلاس کونسل موصوف یا اُسکے جانشینان یا منتقل الیہم یا گورنمنٹ اور تمام اور ہر شخص یا اشخاص کو جو وقتاً فوقتاً عہدہ سب - ڈپٹي ایجنٹ افیون پر مامور ہو یا ہوں یا آیندہ عہدہ مذکور پر مامور کئے جائیں یا اُسپر عمل اُس زمانہ میں کریں

جب مذکور عہدہ مذکور پر حسب مندرجہ صدر مامور ہے یا
مامور و متصرف ہو اوے اور محفوظ اُن تمام اور ہر نقصان اور ہرجہ سے
کرے جو اُس عرصہ مین وقوع مین آئے یا پہنچے یا کسي وقت یا اوقات پر
بعد اُسکے* اُس زمانہ مین کہ مذکور یا اُسکا کارندہ یا کارندگان
یا نامزدہ یا نامزدگان اُس عہدہ پر مامور ہو یا اُسپر عمل کرے یا اُسکا
کام کرے یا کسي اوقات یا وقت پر بعد اِسکے کہ اُس زمانہ مین کہ
مذکور یا اُسکا کارندہ یا کارندگان یا نامزدہ یا نامزدگان اُس عہدہ پر مامور
ہو یا اُسپر عمل کرے یا اُسکا کام کرے سکریٹري آف اِسٹیٹ اِجلاس کونسل
موصوف یا اُسکے جانشینان یا منتقل الیہم یا گورنمنٹ یا سب - ڈپٹي
ایجنٹ افیون کو جو اُس وقت مین ہو بسبب یا بوجہہ یا بذریعہ غفلت
یا قصور یا بد اعمالي یا خلاف‌ورزی یا ترک یا جرم یا دیوالیہ ہونے
مذکور یا اُسکے ایجنٹ یا ایجنٹان یا نامزدہ نامزدگان یا
کسي ملازم یا اہلکار یا کسي اور ایسے شخص کے جسکو مذکور یا
اسکے ایجنٹ یا ایجنٹان یا نامزد یا نامزدگان نے جنکو اُسنے نامزد یا منظور
کیا ہو یا جو اُسکے ماتحت کام کرتا ہو یا بسبب یا بوجہ یا بذریعہ تصرف
یا بربادي یا نقصان یا سرقہ یا صرف بیجا یا گم‌گشتگي یا صرف غلط یا
اور نہج پر بد دیانتي یا غفلت سے یا بذریعہ غلطي یا زبردستي سے ضائع یا
علیحدہ کرنے مال مذکور یا اُسکے کسي جزو یا اجزاء کے منجانب کسي
شخص یا اشخاص کے خواہ وہ کوئي ہو در حالیکہ اُسنے یا مذکور
نے عہدہ مذکور حسب مندرجہ صدر کا کام کیا ہو یا کام کرتا رہے
وقوع مین آئے یا پہنچے تو یہہ تمسک کالعدم اور غیر مؤثر ہوگا ورنہ تمسک
مذکور بخوبي نافذ ہوگا اور اثرپذیر رہیگا مگر ہمیشہ شرط یہہ ہے اور
بذریعہ تحریر ہذا اِقرار کیاجاتا اور قرار دیا جاتا ہے کہ مسمی
مذکور کو اِختیار نہ ہوگا کہ اپني ضمانت ختم کردے اِلا اُس صورت مین
کہ وہ سب - ڈپٹي اویم ایجنٹ ضلع متعینہ وقت کو چھہ کلندر مہینے
پیشتر اِطلاع تحریري اپنے اُس ارادہ کي دے اور اُنکي ذمہ‌داري بالاجمال
اور بالانفراد از روے ضمانت‌نامہ ہذا نسبت تمام ترک افعال اور قصورات
مسمی مقرمذکور کے تا وقتیکہ وہ میعاد چھہ مہینے کي نہ گذر
جاے قائم رہیگي *

نیز شرط یہہ ہے اور بذریعہ اِسکے اِقرار ہوتا ہے اور ظاہر کیا جاتا ہے
کہ مابین مسمی اُور جناب سکریٹري آف اِسٹیٹ ہند باجلاس
کونسل کے یہہ قول و قرار ہوا ہے کہ یہہ پرامیسري نوٹ تعدادي جو

بطور متذکرهٔ صدر امانت کیئے گئے هین اور وه دیگر کفالت یا کفالت‌هاے سرکاري بقدر تعداد مذکور جنکو سب - ڈپٹي ایجنٹ افیون مذکور جو اُس وقت مین هو منظور کرے اور لے اور مطابق اُسکے بمعاوضه یا بعوض اُسکے لیگا اور اُنکا سود سب - ڈپٹي ایجنٹ افیون مذکور کے پاس جو اُس وقت مین هو بطور ضمانت اور بطور جزو ضمانت مزید سکریٹري آف اِسٹیٹ اِجلاس کونسل مذکور اور اُسکے جانشینان یا منتقل الیهم کے واسطے اغراض مذکورالصدر کے رهے اور سکریٹري آف اِسٹیٹ اِجلاس کونسل مذکور اور اُسکے جانشینان یا منتقل الیهم اور اُسکے یا اُنکے عهده‌داران و ملازمان کو جنکو اس معامله مین باضابطه اِختیار دیا گیا هو وقتاً فوقتاً جیسے که بلحاظ موقع ضرورت هو اِختیار کلي هوگا که کفالت سرکاري مذکور یا اُسکا جزو کافي معه اُسکے سود کے فروخت و منتقل کرین اور اُسکے زر قیمت کو سکریٹري آف اِسٹیٹ موصوف اِجلاس کونسل اور اُسکے جانشینان و منتقل الیهم جیسي که ضرورت هو بغرض اِبراے کلي یا جزوي حسب مذکورالصدر صرف کرین لیکن با این همه سود کفالت‌هاے سرکاري مذکور کا جو سب - ڈپٹي ایجنٹ افیون مذکور کو جو اُس وقت مین هو وقتاً فوقتاً وصول هوتا جاے اگر اُنکو مناسب معلوم هو مذکور کو ادا کیا جاے اور یهه بهي شرط هے اور بذریعه تحریر هذا صریحاً مابین اور منجانب مذکور اور سکریٹري آف اِسٹیٹ اِجلاس کونسل کے اِقرار و بیان کیا جاتا هے که مذکور کو برضامندي سب - ڈپٹي ایجنٹ افیون مذکور یا کسي اور شخص کے جو اُسکي خدمات بمنظوري گورنمنٹ جو پهلے حاصل کر لي گئي هو بجا لانا هو جائز هوگا که بجاے سرکاري پرامیسري نوٹ‌هاے مذکور تعدادي یا اُسکے کسي جزو کے یا بعوض اُن نوٹون کے جو بجاے اُنکے وقتاً فوقتاً رکھے جائین یا بجاے اوو نوٹون اُسي یا دیگر قرضجات اُسي مالیت یا زیاده کے بلا کسي طرح پر مؤثر هونے اِقرار مندرجه تمسک مذکور یا ذمه داري مذکور کے بطور ضمانت‌هاے مذکورالصدر کے قائم و تبدیل کرے *

فهرست متذکرهٔ صدر

اور بالآخر مابین مذکور اور جناب سکریٹري آف اِسٹیٹ کے یهه اِقرار کیا جاتا اور یهه قرار دیا جاتا هے که جس وقت مسمی مذکور اپنا عهده خالي کرے پرامیسري نوٹ‌هاے سرکاري مذکوره تعدادي یا کوئي اور پرامیسري نوٹ جو حسب مرقومه بالا اُنکے بدلے داخل هوئے هون فوراً اُسکو واپس نه کیئے جائینگے بلکه عرصه چهه مهینے تک مذکور کے پاس (یعني اُس عهده‌دار کے پاس

جسکي تحويل مين نوٹ رکھے گئے هين) ضمانتاً بنظر ايفاء کسي خسارہ کے
جو بوجهہ غفلت يا قصور مسمی مذکور يا ديگر شخص يا
اشخاص متذکرہ صدر سکريٹري آف اسٹيٹ پر عائد هوا هو اور جسکا وقوع
مسمی مذکور کے عهدہ خالي کرنے کے بعد دريافت هوا هو رکھے
رهينگے پر هميشہ شرط يهہ هے کہ واپس دينا پراميسري نوٹهاے سرکاري
متذکرہ الصدر کا کسي وقت پر سکريٹري آف اسٹيٹ بهادر کے اِس حق کا مزيل
نہ سمجها جائيگا کہ نالش کي کارروائي بر بناء ضمانتنامہ هذا بنام مسمی
اُس صورت مين کي جاے جب کہ سرکاري نوٹهاے مذکورہ کے
واپس کرنے کے بعد ضمانتنامہ کي شرايط سے کوئي خلاف ورزي معلوم
هو جاے *

OPIUM FORM No. 20.]

BENARES OPIUM AGENCY.

Annual Report of the Revision of Security of persons in charge of public money _____

for the year 189 .

1	2	3	4	5	6	7	8
Name and designation of the officer in charge of public money.	Salary.	Amount of security each officer is required to tender.	Name and residence of his security or surety.	Date on which the security bond was executed.	Nature and amount of security. If landed property, its estimated value must be mentioned, stating distinctly the name of the estate and parganah or other local division in which it is situated.	Estimated amount of public money or other public property in charge of employé.	REMARKS.

_____ DIVISION,

The _____ 189

Sub-Deputy Opium Agent.

OPIUM FORM No. 21.]

BENARES OPIUM AGENCY.

Statement of Opium Suits instituted in *Sub-Division during the month of*

1	2	3	4	5			6	7	8	9	10	11
Number.	Name of defendant.	Residence, parganah, &c.	Opium cultivator or not.	Quantity of opium seized.			Punishment inflicted.	Reward, if any, to informers and apprehenders.	In whose Court tried.	Date of trial.	Name of Opium Officer present.	General remarks as to action of departmental officers; steps taken to ascertain from where the opium seized was produced; suggestions of officers, &c.
				S.	C.	T.						

_____ DIVISION,
The _____ 189 .

Sub-Deputy Opium Agent.

OPIUM FORM No. 22.]

BENARES OPIUM AGENCY.

CONVICTED CULTIVATOR'S COMPARATIVE STATEMENT.

Sub-Division , *Pargana* , *Village*

Name of cultivator.	Number of License.	THREE YEARS' CULTIVATION.				THREE YEARS' OUTTURN.				Average of three years' cultivation.	Average of three years' outturn.	REMARKS.
		189 -9	189 -9	189 -9	Total.	189 -9	189 -9	189 -9	Total.			

_____ DIVISION,
The _____ 189 .

Sub-Deputy Opium Agent.

OPIUM FORM No. 23.]

BENARES OPIUM AGENCY.

Register of Proscribed Cultivators.

1	2	3	4	5	6	7	8	9	10	11
Serial No. of case in opium suit register.	Name and father's name of cultivator.	Caste.	Descriptive-roll.	Khasrah No. of the fields.	RESIDENCE.		Nature of offence.	Date of conviction by Magistrate.	Order passed by Local Opium Officer.	Order releasing from prohibition, with reason.
					Parganah.	Village.				

OPIUM FORM No. 24.]

BENARES OPIUM AGENCY.

Register of indifferent or suspected cultivators *sub-division.*

Three years' average outturn per bigah." 5-3-93.

Pargana mohur and ziladar's be	No. of village and	Name of village.	Average of license	Name of cultivator	Father's name.	Caste.	189 -9 .	189 -9 .	189 -9 .	Date of inspection remarks to be ca across columns, if ne sary.

OPIUM FORM NO. 25.]

BENARES OPIUM AGENCY.

Statement of Advances for Wells applied for by the Cultivators of the sub-division.

Pargana.	Village.	Name of applicant.	Present area under poppy cultivation.	Probable increase.	Three years' average yield per bigha of license.	AMOUNT OF ADVANCE.		Remarks of Sub-divisional Officer recorded at time of personal inspection during past tour, &c.
						Asked for.	Recommended.	

——— DIVISION ;

The ——— 189

Sub-Deputy Opium Agent.

OPIUM FORM No. 26.]

BENARES OPIUM AGENCY.

اِقرارنامہ تذمہ (ب)

میں بیتا ساکن موضع اور نمبردار یا آسامي موضع پرگنہ ضلع کا هوں میں بنانے چاہ جدید یا مرمت کرنے چاہ پختہ کي واقع موضع واسطے ترقي و بہتري کاشت پوست کے خواهشمند هوں اور مبلغ روپیہ سرکار سے اُسکے واسطے قرضہ ایکو موافق قسطبندي منصلہ ذیل اپنے تئیں حسب شرایط ذیل بحضور صاحب سب - ڈپٹي افیون ایجنٹ بہادر قسمت پابند کرتا هوں —

۱ کہ میں ایک چاہ پختہ تعمیر کرونگا یا مرمت کرونگا موضع میں جو تعدادي هاتھہ هی اور میں اُس کام کو حسب دفعہ (الف) ختم کرونگا *

۲ کہ میں بعد طیاري چاہ اپنے پٹہ کي کاشتکاري کو تعداد اراضي بیگھہ عمدہ زمین بڑھاؤنگا " اور پراني زمین بھي زیادہ پیداوار هونے سے " تعدادي مال افیون کي اُمید کي جاسکتي هی *

تمہید - جہاں کہ کاشتکاري بڑھانے کي شرط نہیں هی وهاں صرف اُسي قدر لفظ لکھا جائیگا جو کہ اِس طور سے نشان کیا هی " "

۳ میں تاریخ پانے روپیہ و آنے قسط اول سے اندر اڈھائي برس کے کل روپیہ اداے بیباق کرونگا *

۴ کہ در حالت میري ناکامیابي چاہ کے جسکے واسطے میں پیشگي لیتا هوں " یا اگر میں مطابق شرط اِس اِقرارنامہ کے اراضي پوست بڑھا نہ سکوں " تو میں یہہ بھي اِقرار کرتا هوں کہ وقت طلب کے کل روپیہ جو کہ میں نے لیا ہے ادا کردونگا اور اگر میں نہ دیسکوں تو صاحب سب - ڈپٹي کو اِختیار هوگا کہ جس قدر چاهیں سود اُتنے دن کا همسے وصول کریں جتنے دن تک زر مذکور مجھہ سے ادا نہوا هو اور صاحب موصوف کو بسبب عدم اداے زرپیشگي یہہ بھي اختیار هوگا کہ همسے جس قدر جرمانہ مناسب سمجھیں وصول کریں همکو نہ تو سود اور نہ جرمانہ دینے میں کسي طرح کا عذر هوگا

تمہید - جہاں کہ کاشتکاري بڑھانے کي شرط نہیں هی یہہ لفظیں نہ لکھی جاوینگي جسپر کہ نشان اِس طور سے کیا هی " "

نقشه خلاصه حسب شرح اول (الف)

تاریخ	تعصیل کام جو کہ پورا کیا جاویگا

حساب زر دادني مطابق شرح سوم (ب)

تاریخ لینے دادني	دادني				تعداد واپس دادني
	تعداد دادني	دستخط لینے والا	دستخط صاحب سب - ڈپٹي	تاریخ واپسي	

Opium Form No. 27.

BENARES OPIUM AGENCY.

OPIUM FORM No. 27.]

BENARES OPIUM AGENCY.

ضمانت‌نامه نمبر (ج)

میں بیٹا ساکن موضع پرگنه واقع
کوٹھي ضلع ضامن هو کر اِقرار کرتا هون که میں
ساکن موضع پرگنه اپنا سنه سرکار کے
ساتھه پورا کریگا بموجب اُن شرایط کے جو که اُسکے اِقرارنامه میں مندرج هیں
بنسبت طیاري یا مرمت چاه موضع میں اور واپسي قسط اُس روپیه کا
جو که اُسکو اِس واسطے دیا گیا هے — اور میں بخوشي و رضامندي اپني
جائداد مفصله ذیل ضمانت میں مستغرق کرتا هون تاکه میں حالت نه پورا هونے
سنه مذکور مذکور کے جائداد موصوفه کو بیع کر کے سرکار
مجھه سے اُس قدر روپیه وصول کرے جسکا میں جوابده هون — و کاش اگر اُسقدر
روپیه جسکا میں ضامندار هون کسي مکفوله سے وصول نهیں هوے تو ذات و دیگر
جائداد منقوله وغیر منقوله دامي و بے دامي سے هماري و هماري وارثان
قایم مقامان سے سرکار وصول کر لیں اِس میں مجھکو و قایم مقامان هماري کو
کچھه عذر نهیں هے و نهوگا ،

تفصیل جائداد

جائداد	چوحدي

OPIUM FORM No. 23.]

BENARES OPIUM AGENCY.

Register of Advances for Wells *Sub-division.*

Serial number.	PARGANA AND VILLAGE.		Name of lambardar or assami receiving advance.	Amount applied for.	DATE AND AMOUNT OF ADVANCE.					Initials of officers.	Name of surety.	Particulars of property pledged.	REFUND OF ADVANCES.				Initials of officers.	Number of wells completed.	Number of wells in progress.	Number of wells repaired.	REMARKS.
													INSTALMENT FIXED.				INSTALMENT PAID.				
	Pargana.	Village.			Date.	For pakka well.	For kacha well.	For repairs.	Total.				Date.	Amount.			Date.	Amount.			
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15			16	17			18	19	20	21	22
				Rs.		Rs.	Rs.	Rs.	Rs.					Rs.	A.	P.		Rs.	A.	P.					

OPIUM FORM No. 29.]

BENARES OPIUM AGENCY.

Quarterly report of wells completed and in progress and advances made in the Division for the quarter ending

1	2	3	4	5	6	7	8	9	10	11	12	13	14
		NUMBER OF WELLS.					AMOUNT ADVANCED FOR WELLS.						
Sub-division.	Description of wells.	Number of wells which were not completed in previous quarter.	Number of wells for which advances have been made during this quarter for the first time.	Total of columns 3 and 4.	Number of wells completed in this quarter.	Balance or number of wells not completed, column 6 minus column 5.	Balance of last quarter.	Advanced on wells entered in column 3.	Advanced on wells entered in column 4.	Total columns 8, 9, and 10.	Amount recovered during this quarter.	Balance column 11 minus column 12.	REMARKS.
	Pucca ...												
	Kutcha ...												
	Repairs ...												
	Total ...												
	Pucca ...												
	Kutcha ...												
	Repairs ...												
	Total ...												
	Pucca ...												
	Kutcha ...												
	Repairs ...												
	Total ...												
	Pucca ...												
	Kutcha ...												
	Repairs ...												
	Total ...												
	Pucca ...												
	Kutcha ...												
	Repairs ...												
	Total ...												
	GRAND TOTAL												

BENARES OPIUM AGENCY;
——— DIVISION,
The ——— 189 .

Sub-Deputy Opium Agent.

OPIUM FORM No. 30.]

BENARES OPIUM AGENCY.

Detailed Statement showing the Balances on account of advances for wells outstanding in the Division on the 31st March 189

1	2	3	4			5	6
Sub-division.	Date of original advance.	From whom due.	AMOUNT DUE FROM EACH LUMBERDAR OR CULTIVATOR.			Why still outstanding.	REMARKS.
			A. Balance.	B. Original advance.	C. Interest, if any.		

DIVISION,

The ———— 189 .

Sub-Deputy Opium Agent.

OPIUM FORM No. 31.]

BENARES OPIUM AGENCY.

Settlement Register.

Serial No. of village.	Name of village.	Name of lumberdar.	No. of license.		Number and class of principal cultivators.	Cultivation in bighas.			Average produce per bigha in seers and chittacks.				Proposed settlement of present year.			Remarks.
			Last year's	Present year's		18 .	18 .	18	18 .	18 .	18 .	Average outturn per bigha of three years.	Cultivation.	Increase.	Decrease.	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17

OPIUM FORM NO. 32.]

BENARES OPIUM AGENCY.

VILLAGE INSPECTION REGISTER.

Map No. —— *Village* —— *Pargana* —— *Beat No.* —— *Map No.* ——

5.3.93

Season.	License No.	Settlement.	Measurement.	Outturn.	Average.	Number of asamis.	Reason	License number.	Settlement.	Measurement.	Outturn.	Average.	Number of asamis.

نقشه نمبر | موضع | پٹہ نمبر | پرگنه | قسمت نمبر | نقشه نمبر

سنه	نمبر گٹه	بندوبست	پیمایش	پیداوار برتہ	نمبر آسامیان	پٹہ نمبر	سنه	بندوبست	پیمایش	پیداوار برتہ	نمبر آسامیان

کیفیت

خلاصہ حال موضع
قسم زمین
ذات
ذریعہ آب - پاشي
تقسیم کھان
کیفیت پیداوار

کیفیت ملاحظہ

OPIUM FORM No. 33.]

BENARES OPIUM AGENCY.

दरख़ास्त उन असामियों की जो कि हंगाम बन्दोबस्त ब-वजह मजबूरी खुद हाज़िर नहीं हो सक्ते।

नाम गवाह

मन के वलद कौम मौज़ा
परगना का हूं

नाम गवाह

चूं ब-वजह
के हाज़िर होने से मजबूर हूं वो तारीख़ बन्दोबस्त अराजीयात पोख्त हमारे नम्बरदार के मौज़े का सर्कार से मोक़र्रर है लिहाज़ा येह दरख़ास्त बग़रज़ आमाये ज़र चुक्ती साल मुज़ग्ला ब दादनी बन्दोबस्त सन हाल की मारफत लंबरदार के इरसाल कर के उम्मेदवार हूं कि ज़रे दादनी अराज़ी की मारफत लम्बरदार मरहमत फ़रमाये जावें।

तसदीक़ पटवारी

तारीख़ माह सन

दस्खत अफ़ाजी

OPIUM FORM No. 34.] BENARES OPIUM AGENCY.

दरख़ास्त क़बूलियत नविश्ते लम्बरदार व काश्तकारान मुताबक़
दफ़ा ८ आईन १२ सन १८५० ई०।

चूंकि हमलोग लम्बरदार व काश्तकारान मुन्दर्जः फ़िहरिस्त ज़ैल साकिनान मौज़े
परगना को ब-ख़ुशी अपने आबादी पोख़्त मन्ज़ूर है इस
वास्ते यह दरख़ास्त वास्ते बताये पट्टः ब-मन्ज़ूरी अराज़ी ज़ैल हुज़ूर में दाख़िल
करके इक़रार करते हैं व लिख देते हैं कि जो अराज़ी हमलोग लम्बरदार व काश्त
कारान के नाम के सामने फ़िहरिस्त ज़ैल में मुन्दर्ज है उस अराज़ी पर
ज़मीन किस्म अव्वल में ब-वक़्त सुबारना तुख़मरेज़ी पोख़्त करके जो मद्दारिज
ख़बरगीरी किस्म सोयतनी व आब-पाशी वग़ैरह है करते रहेंगे व दूसरी सब्ज़ी किसी
किस्म की उस में न रहने देंगे अगर अराज़ी मुन्दरजा बाला से कम आब.द
करें तो सरकार को मुताबक़ दफ़ा १० क़ानून ११ सन १८५० ई० के अख़्तियार
है कि जपर मिक़्दार ज़र दाहनी अराज़ी कमी के वेश चन्द गुर्माना लेवें व जब
दरख़ास्त पोख़्त की फुलें तब पसल उसका उसव दरुस्त तैयार करके जहां हुक्म हो
वज़न करावेंगे व क़ीमत व लिखे मोआइना लेवें व बाद पाइकाश व निकालने सीत
पसेवा माल ख़ालिस मुताबक़ दफ़ा ११ क़ानून मरक़ूम मारफ़त अमला कोठी जहां
हुक्म हो वज़न करा के अलहदह दरुस्तई सोयतनी उसव दफ़ा ७ क़ानून ११ ब-वज़न
सेर अस्सी तोला क़ीमत उसकी व हिसाब लिखे फ़ी आसार लेवेंगे और साथ
माल के बरतनहाय ख़ाली दफ़ा जो वक़्त काश्पाक के दुखियामाल को आती है या और
कोई बरतन या कपड़ा जिस में अफ़ीम लगा हो साथ माल के सरकार में दाख़िल
करदेंगे व मुताबक़ दफ़ा १९ क़ानून मज़कूर वज़न व परख माल ब-मुक़ाबिला हम-
लोग व साहिब सब-डिपुटी एजंट या अहलकार दीगर के होगा व मुताबक़ दफ़ा १२
क़ानून मसतूर दरुस्त बट्टा व प्रोमियम उस माल का जो साहिब फ़ाक्टरी मुपरेख़्ते पेख़्ते
या दिगर अहालियान सरकार तजवीज़ करेंगे हमलोगों को वह हर सरत मन्ज़ूर
होगा व अगर बादस वुजूद आमेज़िश किसी चीज़ के माल ज़बत किया जाय तो उस
में हमलोगों को कुछ एतराज़ नहीं होगा व अगर हमलोग किसी तरह चौरतन
या सरौरतन कुछ माल पैदावार अराज़ी बन्दोबस्ती व पैमायेशी से मुतफ़र्रिक़ करें तो
मुताबक़ दफ़ा १९ क़ानून मज़कूर सज़ा पावें व बिला लिखने रक़म छोड़ पट्टा व
सैरतन करने मुआफ़ी के रुपया दाहनी व चुन्नी न लेवेंगे व पट्टा में कहीं लीखा
व बनाया न जायगा अगर ऐसा होए तो नुक़सान हमलोगों का होगा व बाद
तसफ़िया हिसाब अगर फ़ाज़िल सरकार निकले तो मुआफ़ी को ब-वज़्ह
रसीद देवेंगे व चूं हम सब इंके वा दीगरे ज़ामिनदार एक दुसरे के हैं ब-क़ायम
बाक़ी रखने लहना के मुताबिक़ दफ़ा १६ क़ानून मरक़ूम सरकार को
अख़्तियार है कि ब-कुर्क़ी जायदाद मन्क़ूला व ग़ैर मन्क़ूला हमलोगों के वसूल
करें हमलोगों को कुछ उज़्र बीच बजा आवरी किसी अम्र मुन्दरजः इस क़बूलियत के
न होगा और हमलोगों को बज़रिये इस इक़रार-नामा मन्ज़ूर है कि मिस्ल उन
काश्तकारान के जो मुताबक़ दफ़ा ८ क़ानून मज़कूर के आबादी करना पोख़्त
का क़बूल किये हैं हमलोग हर तरह से मुस्तौजिब तावान मुन्दर्जः क़ानून मज़कूर
के होंगे इस वास्ते यह चन्द कलमा ब-तरीक़ दरख़ास्त क़बूलियत वास्ते बताय पट्टा
के लिख दिया कि वक़्त पर काम आवे। तारीख़ तहरीर

१	२	३	४	५	६	७	८	९	१०
नाम असामी।	वल्दियत व कौमियत।	सकूनत।	अराजी बल्दीयत।	निर्ख़ दादनी फ़ी बिघहा।	तायदाद जर दादनी जो कि असामी को सरकार से दी गई।	तारीख़ दादनी।	दस्तख़त असामी।	दस्तख़त गवाहान।	दस्तख़त गवाहान।

११	१२	१३	१४	१५	१६	१७
क़ीमत माल मे बारबरदारी यानी असामी वक़्त वज़न माल जुमला रुपैया।	तारीख़ तक़सीम रुपैया वक़्त वज़न माल।	दस्तख़त असामी।	ख़र क़ीमत माल मे बारबरदारी व कमीशन वक़्त चुक्ती जुमला रुपैया।	तारीख़ तक़सीम ख़र चुक्ती।	दस्तख़त अमीन वक़्त चुक्ती।	कैफ़ियत।

OPIUM FORM No. 35.]

BENARES OPI

कोठी मोक़

खराज़ी बन्दोबस्ती।	खराज़ी पैमाइश।	रक़बाम माल।	नम्बर तरतीब टिकट।	बख़्श माल व पसेवा।

मोहरिर

UM AGENCY.

नम्बर पट्टा नाम खसामी

कीमत माल।	किस्म दर्जनी।	पावना वक्त वजन माल।	पावना वक्त चुक्ती।	कैफियत।

Assistant Sub-Deputy Opium Agent.

ইজাজত-নামা ব-নাম ধীতা জৌম যাজিল মৌজা পরগনা
জিলা জী তুমনে ব-খুশী ব রজামন্দী অপনে হরফাজ বাজে আগাহী ফারাজী দীজ বাজে মৌজা
পরগনা জিলা - মযুজ হরফাজ জমাহার হাজির কিয়া
হর বাজে বীজ পহা তুমকো হবাযল জবা তারীফ সন ১৮২ - ই০ ।

OPIUM FORM No. 36.]

BÉNÁRES OPIUM AGENCY.

Register of dismissed Lumberdars, Sub-division

Pargana.	Village.	Name of lumber-dar.	Father's name.	Cause of offence.	Date of dismissal.	Initials of District Officers.

OPIUM FORM No. 37.]

BENARES OPIUM AGENCY.

Abstract of Settlements. Season ———— *Pargana* ————.

Date.	Number of license.		Land engaged for		Difference between columns 5 and 4.				Land measured corresponding with area in column 4.			Difference between columns 10 and 5.				New licenses included in columns 3 and 5.		Cancelled licenses included in columns 2 and 4.	
	189 -9	189 -9	189 -9	189 -9	Increase.	Decrease.	Net increase.	Net decrease.				Increase.	Decrease.	Net increase.	Net decrease.	Number.	Area.	Number.	Area.
1	2	3	4	5	6	7	8	9	10			11	12	13	14	15	16	17	18
			B. B.	B. B.	B. B.	B. B.	B. B.	B. B.	B.	B.	D.	B. B.	B. B.	B. B.	B. B.		B. B.		B. B.

OPIUM FORM No. 38.]

BENARES OPIUM AGENCY.

کتلپ بندوبست و پیمایش سب - ڈویژن

۱	۲	۳	۴	۵	۶	۷	۸	۹
خانه پوري وقت بندوبست					خانه پوري وقت پیمایش			
نام پرگنه	نام موضع	نام لمبردار	نمبر ليسن سنه حال	ارا ضي بندوبست سنه حال	ارا ضي پیمایش سنه حال	پیشي	کمي	کیفیت

OPIUM FORM No. 39.]

BENARES OPIUM AGENCY.

Register of Payments for $\frac{\text{Opium}}{\text{Leaf or Trash}}$. *Pargana* ——— *Sub-division* ——— *for Season* ———.

Number of licenses.	Name of village.	Name of lambardar.	Area engaged.	ADVANCES AND RECOVERIES UP TO WEIGHMENTS.							PAYMENTS DURING WEIGHMENTS AND RECOVERIES UP TO CHUKTI.				
				ADVANCES.			RECOVERIES.				VALUE OF PRODUCE.			DIFFERENCE BETWEEN COLUMNS 11 AND 14.	
														Amount due.	
				First advance.	Second advance.	Total of columns 5 and 6.	First recovery.	Second recovery.	Total of columns 8 and 9.	Net advance, column 7 minus column 10.	Value of produce.	Authorized deduction, column 30, Opium Weighment Register.	Net value, column 12 minus column 13.	On account of produce.	Barbardari.
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	[illegible]

OPIUM FORM No. 39—*concluded.*]

BENARES OPIUM AGENCY.

Register of Payments for $\frac{\text{Opium}}{\text{Leaf or Trash}}$. *Pargana* _____ *Sub-division* _____ *for Season* _____.

PAYMENTS DURING WEIGHMENTS AND RECOVERIES UP TO CHUKTI—*concluded.*						PAYMENT AND RECOVERIES DURING CHUKTI.									
								DIFFERENCE BETWEEN COLUMNS 22 AND 23.							
Amount due —concld.	*Balance outstanding.*							*Amount due.*				*Balance outstanding.*			REMARKS.
Totals columns 15 and 16.	Total balance.	Recovered during weighment.	Net balance, columns 18 and 19.	Recovered before chuktis.	Net balance, columns 20 and 21.	Value of damdata produce.	Deduct previous payments, colu and 22.	On account of produce	Barbardari.	Commission.	Total, columns 25, 26 and 27.	Total balance.	Recovered.	Net balance, columns 29 and 30.	
17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	32

"Difference between columns 11 and 14." 18-6-92.

OPIUM FORM No. 40.]

BENARES OPIUM AGENCY.

Sub-Deputy Opium Agent.

रजाजत-नामा ब-दस्त बेटा कौम लम्बरदार कोठी अफ़यून साकिन मौज़े परगने जो तुमलोगों ने ब-खुशी रज़ामन्दी अपने दरख़ास्त कबूलियत आबादी अराज़ी पोस्त मय अराज़ी बेग़ो जो वक़्त पैमायश ज़रूर में आवे वाक़े मौज़े परगने दाख़िल किया इस वास्ते यह पट्टा तुमलोगों को इनायत हुवा चाहिये कि अव्वल किस्म के खेत में वक़्त मुक़र्रर पर पोस्त के बीज बोओ और उस में कोई जिन्स दूसरी न बोओ व मुनासिब वक़्त पर सफ़ाई और पानी पटाय करो, ब-हालत कम आबाद करने अराज़ी बन्दोबस्त से मुताबक़ दफ़ा १० क़ानून ११ सन १८५७ ई: ऊपर मिक़दार दादनी अराज़ी कमी के सेगुना तुमलोगों से जुर्माना लिया जायगा व बाद फूलने फूल पोस्त के दस्तूर के मुवाफ़िक़ पत्ता तैयार करके जहां हुक्म हो वज़न कराओ और क़ीमत मुवाफ़िक़ निर्ख मजारिये के मिलेगी व वक़्त मुनासिब पर पाक काछ करके बाद निकलने सौत पसेवा माल ख़ालिस मुताबक़ दफ़ा ११ क़ानून मज़कूर ब-ज़रिये अमला कोठी जहां हुक्म हो वज़न कराओ व बाद परख व सूरत न होने माल नाक़िस जो सीखनी में १०० गिरीन का सत्तर ७० गिरीन होगा तो मुताबक़ दफ़ा ७ क़ानून सदर ब-दस्तूरुल अमल मजारिये के ब-वज़न सेर ८० तोला व निर्ख फी सेर क़ीमत उस की तुमलोगों को मिलेगी ब-मूजिब दफ़ा १२ क़ानून मज़कूर वज़न परख माल मारफ़त सब-डिपुटी एजण्ट या दूसरे अहलकार तुम्हारे मुक़ाबिले में होगा व जो कुछ फाक्टरी सुपरेण्टेण्डेण्ट खाह दूसरे अहालियान सरकार ब-सबब नाक़िस या पसेवा आमेज़ होने माल के बट्टा वो जुर्माना उस में तस्लीम करें तुमलोगों को मन्जूर करना पड़ेगा व बसूरत सबूत मिलावट किसी चीज़ के दफ़ा १४ क़ानून मरक़ूम के मुवाफ़िक़ माल अबत किया जायगा व अगर तुमलोग किसी तरह पर कुछ माल पैदावार अराज़ी

बन्दोबस्ती व पैमाइशी से जुदा करोगे तो बमूजिब दफा १६ कानून मजकूर सजा पावोगे व बिला लिखने रकम जो हर पट्टा ब-सेहत करने गुमाश्ता के दादनी व चुकती न लो व एहतियात रक्खो कि रकम मुन्दर्ज पट्टा मजकूरा व मरकूम न हो नहीं तो नुकसान तुम्हारा होगा व बाद तसफ़िये हिसाब अगर फ़ाजिल सरकार निकलेगा तो व अलावा रसीद तुमलोगों से लिया जायगा व हालत अदम वसूल होने के दफा १६ कानून मजकूर के मुताबक सरकार को व कुर्क जायदाद मनकूले व गैर मनकूले तुम्हारे वसूल करने का अख्तियार होगा इस वास्ते यह पट्टा तुमलोगों को दिया गया कि वक्त पर काम आवे तहरीर तारीख़

BENARES OPI

Sub-division _____ *Pargana* _____ *Village* _____

1 १	2 २	3 ३	4 ४	5 ५	6 ६	7 ७	8 ८
Amount and date of advance.	Name of cultivator.	Land measured.	Quality.	Number of ticket.	Quantity of opium and passewah weighed.	Advance paid at delivery of opium.	Transit allowance.
ताहाद व तारीख़ तक़सीम दाद्नी ।	नाम असामी	खराजी पैमाइश ।	अक्सम ।	नम्बर टिकट ।	वज़न माल व पसेवा ।	दाद्नी वक़्त वज़न माल ।	बारबरदारी ।

UM AGENCY.

DIVISION.

License No. _____ *Lumbardár* _____ *Land engaged* _____.

9 ৯	10 ১০	11 ১১	12 ১২	13 ১৩	14 ১৪	15 ১৫
Total of cols. 7 and 8.	Value of opium per seer as per sadr result.	Value of opium as per sadr weighment and parrak cols. 6 & 10.	Total of advances as per columns 1 and 7.	Net amount payable to cultivator at final payments after deducting total of column 12 from 11.	Outstanding balance due to Government, deducting column 11 from column 12.	Remarks.
জুমলা ছ্বানা ৩ ব ৮।	কীমত মাল फी सैर আফ্রু সদর।	কীমত মাল মুতাবক্ সদর বজন বে পরখ ছ্বানা ৫ ব ১০।	জুমলা দাদনী ছ্বানা ১ ব ৩।	আখির বুক্তী বাদ দিনছাই ছ্বানা ১২ ছ্বানা ১১ সৈ।	বাক্তী লহনা সরকার বাদ মিন্ছাই ছ্বানা ১১ ছ্বানা ১২ সৈ।	ক্রিয়ন।

ABSTRACT.

	Rs.	A.	P.
Chukti as per column 13 ...			
Commission to Lambardár ...			
TOTAL Rs. ...			

Sub-Deputy Opium Agent.

OPIUM FORM No. 41]

BENARES OPIUM AGENCY.

जामिन-नामा।

लम्बरदार नम्बर मौजे

परगने मुतअल्लिके कोठी ज़िले

आगे हाम ब-खुशी रज़ाय अपने लम्बरदार व असामियान मुन्दर्ज

कबूलियत मौजे परगने का माल-ज़ामिनी लिख देते हैं

व इक़रार करते हैं कि अगर निस्बत कम पैदावारी ख़ाह अब्ति माल के ख़ाह

फ़ौत या फ़रार होने असामियान या लम्बरदारान के या ब-सबब बद आमाली

का तसर्रुफ़ दादनी या तफ़ावुत करने माल के या कोई दूसरी वजह से लम्बर

मज़कूर में बाबत सन ईसवी के लहना सरकारी गिरे तो हम लम्बरदार व

असामियान लम्बर मज़कूर से ज़िलफ़ौर दाख़िल करा दें नहीं तो अपने घर से अदा

करें दर सूरत नहीं अदा करने के साहिब सब-डिपुटी ऐजंट ज़िले मज़कूर को अख़्तियार

हैं कि मुताबक़ दफ़ा १६ ऐक्ट ११ सन १८५७ ई० के दूसरी ख़ास जायदाद हमारी

बेच के लहना मज़कूर वसूल करें इस में हमको या हमारे वारसान को या हमारे

लम्बर के असामियान को कुछ उज़्र नहीं होगा इस वास्ते माल-ज़ामिनी लिख दिया

कि सनिश्चन हाल काम आवे।

तारीख़ महीना सन १८६ ई०।

OPIUM FORM No. 41½.

OPIUM FORM No. 41½.]

BENARES OPI

जिला

यव-विदी

परगनह् छक्का नम्बर

१	२	३	४	५	६
नक्शा नम्बर मौजा।	नम्बर पट्टा।	नाम मौजा।	नाम नम्बरदार।	खराजी बन्दोबस्त।	खराजी पैमाइश।

UM AGENCY.

बन्दि

ज्ञन

नाम जिलेदार

७	८	९	१०
हिदायत बाबत चाह पीना वगैरह।	हिदायत बाबत मुमानियत काश्तकारान।	मुतफरकात हुकम गुमश्ता का दौरे में।	हुक्म हुक्काम बाला हः।

OPIUM FORM No. 42.]

BENARES OPIUM AGENCY.

Weekly Return of Progress of Settlements made with the ryots for the week from the to the

	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
	DIVISION.	Number of licenses granted this year for villages licensed last year.	Number of new licenses.	Number of last year's licenses which have been cancelled.	Area settled under licenses in column 2 this year.	Area settled under licenses in column 2 last year.	Area settled under licenses in column 3 this year.	Area settled under licenses in column 4 last year.	Total of columns 5 and 7.	Total of columns 6 and 8.	Difference between columns 9 and 10. Increase.	Difference between columns 9 and 10. Decrease.	Actual measurement last year of lands in column 10.	Difference between columns 9 and 13. Increase.	Difference between columns 9 and 13. Decrease.	REMARKS.
					B. B.	B. B.	B. B.	B. B.	B. B.	B. B.	B. B.	B. B.	B. B. D.	B. B. D.	B. B. D.	
Total as per last week's return.																
Results of this week's settlements.																
Total up to end of this week.																

BENARES OPIUM AGENCY;

The _____ 189 .

Sub-Deputy Opium Agent.

BENARES OPIUM AGENCY.

OPIUM FORM No. 42½.

Subdivision *for the week ending*

THIS WEEK.						TOTAL UP TO DATE.					REMARKS.
Number of cultivators settled with this week.	Number of cultivators personally present.	Number of cultivators present through powers-of-attorney.	Number of absent cultivators for whom advances have been made to lumberdars.	Percentage of cultivators present through powers-of attorney on entire number of cultivators.	Percentage of absent cultivators for whom advances have been made to lumberdars on entire number of cultivators.	Total number of cultivators settled with up to date.	Total number of cultivators present through powers-of-attorney up to date.	Total number of absent cultivators for whom advances have been made to lumberdars up to date.	Percentage of cultivators present through powers-of-attorney up to date on entire number of cultivators up to date.	Percentage of absent cultivators for whom advances have been made to lumberdars up to date on entire number of cultivators up to date.	
1	2	3	4	5	6	7	8	9	10	11	12

13-7-98.

BENARES OPIUM AGENCY.

OPIUM FORM No. 42½.

Subdivision *for the week ending*

THIS WEEK.				TOTAL UP TO DATE.			
Number of cultivators settled with this week.	Number of cultivators personally present.	Number of cultivators present through powers-of-attorney.	Percentage of cultivators present through powers-of-attorney on entire number of cultivators.	Total number of cultivators settled with up to date.	Total number of cultivators present through powers-of-attorney up to date.	Percentage of cultivators present through powers-of-attorney up to date on entire number of cultivators up to date.	REMARKS.
1	2	3	4	5	6	7	8

18-4-93.

OPIUM FORM No. 43.]

BENARES OPIUM AGENCY.

Final Settlement Report of Lands engaged for Poppy cultivation in 189 -9 *in the* . *Sub-Deputy Opium Agency.*

Name of Revenue District.	Name of Opium sub-division.	Name of pargana.	Cultivation in 189 -9			Cultivation decreased by death or absconding of cultivators, or transfer of cultivation.			Cultivation of 189 -9 engaged in 189 -9 .			Engagement increased with old cultivators.			New cultivation with new cultivators.			Total engaged in 189 -9 .			Number of lumberdars.		Number of shikmi cultivators.		REMARKS.
																					In 189 -9 .	In 189 -9 .	In 189 -9 .	In 189 -9 .	
			B.	B	D.	B.	B	D.	B.	B.	D	B.	B	D.	B.	B	D	B.	B.	D.					

DIVISION ;

The _____ 189

Sub-Deputy Opium Agent.

OPIUM FORM No. 44.]

BENARES OPIUM AGENCY.

Diary of *Mr.* *Sub-Deputy Opium Agent of* *from the* *to the* 189

1	2	3	4	5	6	7	8	9	10
Month and date.	Daily camp, distance moved and direction.	Number of [illegible] inspected	Number of licenses tested measured.	Daily test measurement.			Comparing columns 9 and 7.		GENERAL REMARKS.
				By settlement.	By measurement.	By test.	Increase.	Decrease.	
	Brought forward ...								
	Week's Total ..								
	GRAND TOTAL								

Name of parganas in which officer was employed during the week :—

Diary.

OPIUM FORM No. 45.]

BENARES OPIUM AGENCY.

Weekly estimate report of the *Benares Opium Agency for the week ending*

DIVISION.	Quantity of land engaged for	Estimated quantity of land sown with poppy, *i.e.*, area calculated to be sown, based on measurements to date.	Quantity of land on which the crop has failed.	ESTIMATED PRODUCE.		Remarks on weather and condition of crop.
				Last week.	This week.	
	Bighas.	Bighas.	Bighas.	Maunds.	Maunds.	

BENARES OPIUM AGENCY;
The _____ 189 .

Opium Agent.

OPIUM FORM No. 46.]

BENARES OPIUM AGENCY.

बनारस कौपियम एजन्सी नम्बर चलका नम्बर मौजा

कोठी सन नाम मौजे

परगना

नाम लम्बरदार

मुकर्रिर जिलादार नम्बर पहा।

	१८ -९	१८ -९
मफ़सील कौपियम कारखाना		
काछी	तादाद दादनी	
मुराव	अराज़ी बन्दोबस्त	
कोइरी	अराज़ी पैमायेश	
लोधी	अराज़ी इम्तहान	
कुरमी	दाम देना माल	
चमार	परता दाम देना	
अहीर		
ब्राह्मण		
ठाकुर		
मुसलमान		

जमला

नम्बर सरतीब असामी।	नाम असामी बकैद वल्दि-यत।	क़ौम।	असामीवार दाहनी।	बराज़ी बख़ीवख़।	ऊर्ज।	तूल।	बराज़ी पैमाइश।	बराज़ी इमतियाज़।	माल।
१	२	३	४	५	६	७	८	९	१०

बाबत खत . मुक्तसा ।		परता ।				किस जमीन व जाय-दाद बेचतर है या नहीं बयोरह	किस बखामी		नम्बर खसरा ।	नाम मौजा ◯◇— कैफ़ियत ।
खराजी पैमाइश ।	माल ।	सन ।	सन ।	सन ।	औसत परता तीन स. ख ।		दख़ीलकार ।	गैर दख़ीलकार ।		
११	१२	१३	१४	१५		१७	१८	१९	२०	२१

वाद-दावा असामियान जो बिलफ़ेल काश्त पोख़ नहीं करते मगर करने की रज़ामन्द हैं।

नाम असामी वल्दियत।	क़ौम।	किस खेत वसवीह आब-पाशी वग़ैरह।	बिलफ़ेल उस में कौन जिन्स आबाद है।	नम्बर ख़सरा	कैफ़ियत।

OPIUM FORM No. 47.]

BENARES OPIUM AGENCY.

No. SUB-DIVISION.
सब-डिवीज़न।

Dated
तारीख़

Name of Pargana _____
नाम परगना _____
No. of License _____
नम्बर लाइसेन्स _____
Name of Village _____
नाम मौज़ा _____
Name of Lumberdar _____
नाम लम्बरदार _____
Name of Assami _____
नाम असामी _____
Amount refunded _____
तायदाद रुपया वापेस मोदा _____

Rs. _____

Asstt. Sub-Dy. Opium Agent.

BENARES OPIUM AGENCY.

No. SUB-DIVISION.
सब-डिवीज़न।

Dated
तारीख़

Name of Pargana _____
नाम परगना _____
No. of License _____
नम्बर लाइसेन्स _____
Name of Village _____
नाम मौज़ा _____
Name of Lumberdar _____
नाम लम्बरदार _____
Name of Assami _____
नाम असामी _____
Amount refunded _____
तायदाद रुपया वापेस मोदा _____

Rs. _____

Asstt. Sub-Dy. Opium Agent.

OPIUM FORM No. 48.]

BENARES OPIUM AGENCY.

Final measurement report of the _____ *Sub-Deputy Opium Agency for season*

1	2	3	4			5			6		7			8			9			10			11			12		13		14
Revenue district.	Opium sub-division.	Pergunnah.	Quantity of land engaged for in previous year.			Quantity of land engaged for in present year.			Increase.		Decrease.			Quantity of land actually measured in previous year.			Quantity of land actually measured this year.			Increase.			Decrease.			Number of lumberdars.		Number of cultivators.		REMARKS.
			B.	B.	D.	B.	B.	D.	B.	B.	B	B.	D.	B.	B.	D.	B.	B.	D.	B.	B.	D.	B.	B.	D.	189 -9	189 -9	189 -9	189 -9	

_____ }
The _____ 189 . }

Sub-Deputy Opium Agent.

OPIUM FORM No. 49.]

BENARES OPIUM AGENCY.

Statement showing the quantity of Land engaged for the cultivation of Poppy in seasons _____ and _____

Sub-Agency.	Quantity of land engaged in 18 . (figures of measurement)	Quantity of land engaged in 18 . (figures of measurement).	Increase.	Decrease.	REMARKS.
1	2	3	4	5	6

BENARES OPIUM AGENCY;
The _____ 189 .

Opium Agent.

OPIUM FORM No. 50.]

BENARES OPIUM AGENCY.

1	2	3	4	5					6					7						8
Date.	Village.	Lumberdar.	Name of cultivator.	KOTHI MEASUREMENT.					TEST MEASUREMENT.					DIFFERENCE.						REMARKS.
				Length.	Breadth.	Area.			Length.	Breadth.	Area.			Excess.			Deficiency.			
						B.	B.	D.			B.	B.	D.	B.	B.	D.	B.	B.	D.	

OPIUM FORM No. 51.]

BENARES OPIUM AGENCY.

ABSTRACT OF INSPECTIONS AND TEST MEASUREMENTS.

Division _____, *Sub-division* _____, *Pargana* _____

Village number from map.	Name of village.	1888-89, date of			1889-90, date of			1890-91, date of			1891-92, date of			1892-93, date of		
		Inspection.	Test measured.	Area measured.	Inspection.	Test measured.	Area measured.	Inspection.	Test measured.	Area measured.	Inspection.	Test measured.	Area measured.	Inspection.	Test measured.	Area measured.

OPIUM FORM No. 52.]

BENARES OPIUM AGENCY.

Field-book of Injured Fields of Mauzah _____, *Pargana* _____, *Zila* _____ *prepared by* _____.

1	2	3	4	5	6	7	8			9	10	11
Date of inspection.	Number of field in the opium field-book.	Number of field in the village field-book.	Number of the license.	Number of the licensee in the license.	Name and father's name of the licensee.	Boundaries of the land under poppy.	Area of the land under poppy as shown in the opium field-book.			Cause of injury.	Estimate of injury to the crop in fractions of a rupee.	Testing officer's remarks with date of testing.
							B.	B.	D.			

OPIUM FORM No. 52(*a*).]

BENARES OPIUM AGENCY.

خسرہ اراضیات نقصان شدہ نسبت موضع ——— پرگنہ ———

ضلع ——— مرتبہ ———

۱	۲	۳	۴	۵	۶	۷	۸	۹	۱۰	۱۱
تاریخ ملاحظہ	نمبر اراضی مطابق پیمایش افیون	نمبر کھیت مطابق خسرہ موضعوار	نمبر پرگنہ	نمبر آسامی مطابق نمبر پرگنہ	نام آسامی بقید ولدیت	چوحدی اراضیات پوست	تعداد اراضی مطابق خسرہ افیون	وجوہات نقصان	مجملہ پیداوار نقصان زمینہ موجودہ آنہ	کیفیت افسر ملاحظہ کنندہ بقید تاریخ ملاحظہ

OPIUM FORM No. 53.]

BENARES OPIUM AGENCY.

SUB-DIVISION

Progress Report of Inspection.

NAME OF PARGANAH.	Number of licenses.	Number of licenses visited.	Bighas of cultivation.	Number of licenses test measured.		Number of bighas test measured.	Number of Zilladars' beats in Parganah.	Number visited.	REMARKS.
				In part.	In full.				

OPIUM FORM No. 54.]

BENARES OPI

Application for contracts for weighment articles of the

Sub-division.	1				2			
	JARS WITH LIDS.				BASKETS.			
	Name of contractor, &c., and whether he has relations in the Department.	Rate (including transit charges) per 100.		Excess over last year.	Name of contractor, &c., and whether he has relations in the Department.	Rate (including transit charges) per 100.		Excess over last year.
		Last year	Present year.			Last year.	Present year.	

Sub-division.	5				6			
	MOONJ OR BADH STRING.				INK.			
	Name of contractor, &c., and whether he has relations in the Department	Rate (including transit charges) per maund.		Excess over last year.	Name of contractor, &c., and whether he has relations in the Department.	Rate (including transit charges) per seer.		Excess over last year.
		Last year.	Present year.			Last year.	Present year.	

UM AGENCY.

_____ *Sub-Deputy Opium Agency for season* 189 .

3				4			
SEALING-WAX.				SUTLI OR TWINE.			
Name of contractor, &c., and whether he has relations in the Department.	Rate (including transit charges) per seer.		Excess over last year.	Name of contractor, &c., and whether he has relations in the department.	Rate (including transit charges) per maund.		Excess over last year.
	Last year.	Present year.			Last year.	Present year.	

7				8			
OIL.				STRAW.			
Name of contractor, &c., and whether he has relations in the Department.	Rate (including transit charges) per seer.		Excess over last year.	Name of contractor, &c., and whether he has relations in the Department.	Rate (including transit charges) per 100 bundles.		Excess over last year.
	Last year.	Present year.			Last year.	Present year.	

OPIUM FORM NO. 54—*concluded.*]

BENARES OPI

Application for contracts for weighment articles of the

Sub-division.	9				10			
	CHARCOAL.				GUM.			
	Name of contractor, &c., and whether he has relations in the Department.	Rate (including transit charges) per maund		Excess over last year.	Name of contractor, &c., and whether he has relations in the Department	Rate (including transit charges) per seer.		Excess over last year.
		Last year.	Present year.			Last year.	Present year.	

Sub-division.	13					
	CLOTH.					
	Name of contractor, &c., and whether he has relations in the Department.	Rate (including transit charges) per yard.		Excess over last year.	Name of contractor, &c., and whether he has relations in the Department	Rate (including per
		Last year.	Present year.			Last year.

UM AGENCY.

Sub-Deputy Opium Agency for season 189

11				12			
CHALK.				SIRKI.			
Name of contractor, &c., and whether he has relations in the department.	Rate (including transit charges) per seer.		Excess over last year.	Name of contractor, &c., and whether he has relations in the Department.	Rate (including transit charges) per 100.		Excess over last year.
	Last year.	Present year.			Last year.	Present year.	

14			15			
MATS.			FLOUR.			
transit charges) 100.			Rate (including transit charges) per seer.			
Present year.	Excess over last year.	Name of contractor, &c., and whether he has relations in the Department.	Last year.	Present year.	Excess over last year.	

OPIUM FORM No. 55.

BENARES OPIUM AGENCY.

CONTRACT DEED FOR WEIGHMENT ARTICLES.

دستخط

گواہ

صاکنہ پسر قوم ساکن پرگنہ کا ہون
چون ہم مقر نے حضور سے جناب صاحب سب - ڈپٹي بہادر کوینن کے ٹھیکہ
واسطے بہم رسانی اشیاے بارداںہ حسب مفصل ذیل بشرح مندرجہ ذیل بمقدار ذیل
لیا ہی لہذا اقرار کرتے ہین و لکھہ دیتے ہین کہ چیزہاے مندرجہ ذیل کو قبل
آغاز وزن حسب نمونہ و پسند فرمودہ صاحب محتشم الیہ داخل کرینگے و جو چیز
تعداد مندرجہ ذیل سے اور بھي زیادہ مطلوب ہوگي دینگے اور اگر بوجہ نہ بہم
پہونچانے کسي چیز کے خواہ ناقص ہونے کسي چیز کے کرئي ہرج یا نقصان
سرکار ہو تو نا مقدار اوس ہرج و نقصان کے ہم ادا ے و بیباق کرینگے - و بابت
اس قصور کے جو جرمانہ صاحب سب - ڈپٹي بہادر ہم مقر پر فرماوینگے اوسکو
بھي ادا ے کرینگے اور اس زر جرمانہ کے تعداد زر ٹھیکہ کے تعداد کے چہارم سے
زیادہ نہوگي - اور جو روپیہ بابت دادني خواہ چوکتي قیمت چیز کے پاوینگے رسید
با ضابطہ دینگے کچھہ عذر نکرینگے اور شرایط مندرجۂ بالا کے تعمیل مین ہم مقر
خواہ وارثان ہم مقر کو کسي قسم کا عذر نہوگا اسواسطے یہہ چند کلمہ بطور
اقرارنامہ لکھہ دیا کہ وقت پر کام اوے تحریر فی التاریخ ماہ سنہ ۱۸۹ ع

گواہ

تفصیل اشیاے بارداںہ

نام اسباب تعداد شرح قیمت

OPIUM FORM No. 56.]

BENARES OPIUM AGENCY.

SECURITY BOND FOR WEIGHMENT ARTICLE CONTRACTS.

دستخط

گواہ

منکہ پسر قوم ساکن پرگنہ ضلع
کا ہوں چون مسمی نے واسطے بہم‌رساني اشیاي باردانہ وزن مال سرکار بہادر
سے ٹھیکہ لیا ہی اور ہم‌مقر بخوشي و رضامندي اپنے ضامن ٹھیکہ‌دار مذکور ہوکر
اقرار کرتے ہین و لکھہ دیتے ہین کہ یافتني منجملہ زر دادني ذمہ فاہبردہ خواہ
کسي قصور مین اوسپر جرمانہ خواہ تاوان صاحب سب - کبتي بہادر حسب شرایط
اقرارنامہ ٹھیکہ‌دار مرقومہ آید کرین اور نابردہ ادا نکرین تو
اختیار حاصل ہی کہ سرکار بہادر ہمارے جایداد مفصلہ ذیل سے جسکو بالعوض
اس ضمانت مین مکفول کرتے ہین اوس سے وصول کر لیوین کاش وہ جایداد
کافي نہو تو علاوہ جایداد مکفولہ کے دوسرے جایداد منقولہ یا غیر منقولہ جو ہو
اوس سے بھي سرکار کو اختیار ہی کہ زر باقي وصول کرے و تا تصفیہ سرکار ہم
مقر جایداد مکفولہ کو کسي دوسري جگہہ مکفول خواہ انتقال نکرینگے اگر کرین
تو ناجایز و باطل ہوگا اس واسطے یہہ چند کلمہ بطور ضمانت‌نامہ لکھہ دیا کہ
وقت پر کام آوے فقط تحریر فی‌التاریخ ماہ سنہ ۱۸۹ ع

گواہ

تفصیل جایداد بقید چوحدي

نام جایداد	پورب	پچھم	اوتر	دکھن

OPIUM FORM No. 57.]

BENARES OPIUM AGENCY.

Application for Ticca Establishment required for the Weighments of the _____ Division.

SANCTIONED IN PRECEDING SEASON, 189 -9 .						REQUIRED FOR CURRENT SEASON.				Remarks and explanation of any increase over preceding season.
Sub-divisions.	Details.	Rate.	Periods.	Cost.	Authority.	Details.	Rate.	Periods.	Cost.	

_____ DIVISION'

The _____ 189 .

Sub-Deputy Opium Agent.

OPIUM FORM No. 58.]

BENARES OPIUM AGENCY.

Sub-Deputy Opium Agent.

सजन व-नाम ———————— लम्बरदार ————————

मौज़ा ———————— परगना ———————— ज़िला ————————

तुम को लिखा जाता है कि तारीख़ ———— महीना ————————

सन १८९ ई० को गोदाम अफ़ीम मे मै अशामियान व माल अफ़ीम के हाज़िर आवो और तुम को चाहिये कि तारीख़ मुक़र्रर से मेश्तर एक रोज़ . हाज़िर आवो एक रोज़ मेश्तर के सिवाय हाज़िर न आवो ताकीद जानो ।

लिखा तारीख़ महीना सन १८९ ई० ।

OPIUM FORM No. 59.]

BENARES OPIUM AGENCY.

SUB-DIVISION सब-डिवीज़न

PARGANA _____

LICENSE No. _____

No. OF PLATES _____

DATE _____

BENARES OPIUM AGENCY.

SUB-DIVISION सब-डिवीज़न

PARGANA _____

LICENSE No. _____

No. OF PLATES _____

DATE _____

OPIUM FORM NO. 60.]

BENARES OPIUM AGENCY.

Classification Ticket, Sub-division ——————————————.

LICENSE NO.				VILLAGE.										LUMBERDAR'S NAME.			REMARKS.
	Class.																
	XXX.	XX.	X.	1	2	3	4	5	6 and under.	Pussewah amez.	Paui amez.	Suspected.	Burnt.	Assamiwar.	Pussewah.	Total.	
No. of plates ..																	

First ticket No.

Last ticket No.

Date *Signature of Classifying Officer.*

OPIUM FORM No. 61.]

BENARES OPIUM AGENCY.

Register of Mohurirs and Dandidárs employed daily at the Scales.

Name of party employed.	Designation.		1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	25	26	27	28	29	30	31	
		Number of Scale.																																

LAMBARWAR ABS

سب - ڈویژن

اجنسي

دادني							
دادني	واپس دادني قبل وزن	باقي دادني	جوکتني بعد صفائي خانه ۴۷ خانه ۴۴ سے	فاضل بعد صفائي خانه ۴۷ خانه ۴۴ سے	شرح بارزداري	تعداد باربرداري اونٹ هال مندرجه خانه ۴۲	جمله خانه ۴۸ و ۵۱	کيفيت
۴۵	۴۶	۴۷	۴۸	۴۹	۵۰	۵۱	۵۲	۵۳

	۳۶	ششم	ایضاً قیمت مال
	۳۷	هفتم	
	۳۸	پانی آمیز	
	۳۹	پسیوا آمیز	
	۴۰	پسیوا خالص	
	۴۱	کھرچن	
	۴۲	جملہ قیمت مال از خانہ ۳۸ لغایت ۴۱	
	۴۳	وضعاب حسب اجازت	
	۴۴	دقی قیمت بعد منہائی وضعاب	

قیمت مال

پیشی بالا در اول	بالا در اول	در اول	اول	دویم	سیوم	چهارم	پنجم
۲۸	۲۹	۳۰	۳۱	۳۲	۳۳	۳۴	۳۵

ايضاً اقسام مال خالص جسپر باربرداري دي جاويگي				قسم مال جسپر باربرداري نهين دي جاويگي •			
باني آميز	پشوا آميز	پشيوا خالص	جوار خانه ابتداء ١ لغايت ٢١	مشنبه	سوختهه	کهوڑي	جملهٔ خانه ٢٣ لغايت ٢٥
١٩	٢٠٠	٢١	٢٢	٢٣	٢٤	٢٥	٢٦

الجملهٔ ٢٧

اقسام مال خالص جسپر آرایداري دي جاويگي

بيشي بالا در اول	بالا در اول	در اول	اول	دويم	سيوم	چهارم	پنجم	ششم	هفتم
۹	۱۰	۱۱	۱۲	۱۳	۱۴	۱۵	۱۶	۱۷	۱۸

TRACT OF OPIUM.

کوشوارۂ چودۂ آني صال افيؤن

تاريخ وزن	نام پرگنه	نمبر پټه	اراضي گذشته	اراضي حال	صال پيداوار گذشته	نام صوضع بقيه نام نمبردار	تعداد ارٹن
۱	۲	۳	۴	۵	۶	۷	۸

5-3-93.

OPIUM FORM No. 63.]

BENARES OPIUM AGENCY.

OPIUM JAR FILLING BOOK.—CLASS.....

SUB-DIVISION _____ SEASON _____

بنارس اوپيم ايجنسي

قسم ..... هورني بهي سال

كوٹهي ..... سنہ ۱۸۹۰ ع

BENARES OPIUM AGENCY.

بهرتي اهي مال

	تاریخ وزن											۱
	نام پرگنه											۲
	نمبر پتّه											۳
	نام موضع											۴
	نام نمبردار و آسامي											۵
	ذمجر کونڈه											۶
	وزن مال											۸
	افزون											۷۰
	شرح قیمت مال بموجب خانه ۲۲ رجسٹر چالان مال											۹
	قیمت مال از روے ٹبل											۱۰
	تعداد کثرات تقسیم از روے ٹبل											۱۱
	قیمت مال یافتني آسامي بعد منهائي خواه إضافه کثرات مندرجه خانه ۱۱											۱۲
	ملفیت											۱۳

بموجب وزن مفصل

قیمت بموجب شرح صدر

OPIUM FORM No. 64.]

BENARES OPIUM AGENCY.

OPIUM CHECK WEIGHMENT REGISTER.

Scale No. *Sub-division* *Date*

Number of license.	Class or "Kism."	Number of ticket.	Weight of opium.	Total.			Number of license.	Class or "Kism."	Number of ticket.	Weight of opium.	Total.		
			S. c.	Mds.	s	c.				S. c.	Mds.	s.	c.
	Brought forward.							Brought forward.					

OPIUM FORM No. 65.]

BENARES OPIUM AGENCY.

TARE REGISTER.

Sub-division _____ *Season* 189 -9

Number of jar.	Class.	Tare of jar, including lid, cloth, &c.		Actual weight of packed jar at test scale.			Difference.				Remarks.
							Increase.		Decrease.		
		S.	c.	Mds.	s.	c.	s.	c.	S.	c.	

OPIUM FORM No. 65(*a*).]

BENARES OPIUM AGENCY.

صدہ کوٹھي دھارا رجسٹر

نمبر متکہ	قسم	وزن متکہ معہ سرپوش وغیرہ	اصل وزن متکہ ناپ شدہ پر طال پر	تفاوت		کیفیت
				بیشي	کمي	

OPIUM FORM No. 66.]

Sub-division. Scale No.
सब-डिवीज़न।

Chalan number.	Number of jar.	Quality.
चालान नम्बर।	नम्बर कुण्डा।	किस्म।

Tare S. C. Opium M. S. C.

Sub-division. Scale No.
सब-डिवीज़न।

Chalan number.	Number of jar.	Quality.
चालान नम्बर।	नम्बर कुण्डा।	किस्म।

Tare S. C. Opium M. S. C.

OPIUM FORM No. 66(*a*)]*

Sub-division. Scale No.
सब-डिवीज़न।

No. of chalan.	No. of jar.	Weight of pot.	Weight of opium.
चालान नम्बर।	नम्बर कुण्डा।	वज़न बरतन।	वज़न माल।
	SUSPECTED OPIUM ONLY.		

Tare S. C. Opium M. S. C.

* Red colored ticket.

Sub-division. Scale No.
सब-डिवीज़न।

No. of chalan.	No. of jar.	Weight of pot.	Weight of opium.
चालान नम्बर।	नम्बर कुण्डा।	वज़न बरतन।	वज़न माल।
	SUSPECTED OPIUM ONLY.		

Tare S. C. Opium M. S. C.

N

OPIUM FORM No. 66(b).]*

Sub-division. Scale No.

सब-डिवीज़न। नम्बर।

No. of chalan.	No of jar.	Weight of pot.	Weight of opium.
चालान नम्बर।	नम्बर कुण्डा।	वज़न बरतन।	वज़न माल।
	BURNT OPIUM ONLY.		

Tare S. C. Opium M. S. C.

* Blue colored ticket.

OPIUM FORM No. 66(c)]*

Sub-division. Scale No.

सब-डिवीज़न। नम्बर।

Chalan number.	Number of jar.	Quality.
चालान नम्बर।	नम्बर कुण्डा।	किस्म।
		For Assamiwar opium.

Tare S. C. Opium M. S. C.

* Green colored ticket.

Sub-division. Scale No.

सब डिवीज़न नम्बर।

No of chalan.	No. of jar.	Weight of pot.	Weigt of opiuhm.
चालान नम्बर।	नम्बर कुण्डा।	वज़न बरतन।	वज़न माल।
	BURNT OPIUM ONLY.		

Tare S. C. Opium M. S. C.

Sub-division. Scale No.

सब-डिवीज़न। नम्बर।

Chalan number.	Number of jar.	Quality.
चालान नम्बर।	नम्बर कुण्डा।	किस्म।
		For Assamiwar opium.

Tare S. C. Opium M. S. C.

OPIUM FORM No. 66(*d*).] *

Sub-division. सब-डिवीज़न।

Scale No.

Chalan number. चालान नम्बर।	Number of jar. नम्बर कुण्डा।	Quality. किस्म।
		For Passewah Amez and Pani Amez opium.
Tare S. C.		Opium M. S. C.

* White ticket in red type.

Sub-division. सब-डिवीज़न

Scale No.

Chalan number. चालान नम्बर।	Number of jar. नम्बर कुण्डा।	Quality. किस्म।
		For Passewah Amez and Pani Amez opium.
Tare S. C.		Opium M. S. C.

OPIUM FORM No. 66(*e*)] *

Sub-division. सब-डिवीज़न।

Scale No.

Chalan number. चालान नम्बर।	Number of jar. नम्बर कुण्डा।	Quality. किस्म।
		For Passewah only.
Tare S. C.		Opium M. S. C.

* Yellow colored ticket.

Sub-division. सब-डिवीज़न।

Scale No.

Chalan number. चालान नम्बर।	Number of jar. नम्बर कुण्डा।	Quality. किस्म।
		For Passewah only.
Tare S. C.		Opium M. S. C.

OPIUM FORM No. 66(V).]

Sub-division.
সব-ডিবীজন।

Scale No.

Chalan number. চালান নম্বর।	Number of jar. নম্বর কুণ্ডা।	Quality. কিস্ম।

Tare S. C.

Opium M. C. S.

For Godown Scrapings and Dhoi.

Sub-division.
সব-ডিবীজন।

Scale No.

Chalan number. চালান নম্বর।	Number of jar. নম্বর কুণ্ডা।	Quality. কিস্ম।

Tare S. C.

Opium M. S. C.

BENARES OPIUM AGENCY.

رجسٹر برآں مشتبہ

تاریخ	پرگنہ	موضع	نمبر پتہ	نام آسامی	نمبر کنکڑ	وزن کنکڑ	وزن مال	وزن کنڈہ و مال	وجہ مشتبہ	Cause of suspicion (in English), and initials of the officer in charge.

18-6-92.

OPIUM FORM No. 67.]

BENARES OPIUM AGENCY.

رجسٹر برفن مشتبہہ

Cause of suspicion (in English) and initials of the officer in charge.	وجہ مشتبہہ	وزن مال	نام آسامی	نمبر پٹہ	موضع	پرگنہ	تاریخ وزن

OPIUM FORM No. 68.]

BENARES OPIUM AGENCY.

ABSTRACT OF OPIUM CHECK WEIGHMENT REGISTER.

Scale No. *Sub-Division* *Date*

Number of license.	Amount of advance.			Total number of plots in license.	XX.			X.			I.			II.			III.			IV.			V.			VI.			Khurchan.		Pussewah.		Pusseowah Amez.		Pani Amez.		Suspected.		Burnt.		Assamiwar.		Total.		
	Rs.	A.	P.		M.	S.	C.	M.	S.	C.	M.	S.	C.	M.	S.	C.	M.	S.	C.	M.	S	C.	M.	S.	C.	M.	S.	C.	S.	C.	S.	C.	S.	C.	S.	C.	S.	C.	S.	C.	S.	C.	M.	S.	C.

NOTE.—When calculating value the class columns should be utilised by altering headings to Rs. as. p.

OPIUM FORM No. 69a.]

BENARES OPIUM AGENCY.

رجسٹر جانچ کانٹہ پوطال سب - ڈویژن بابت سنہ ۱۸۹ ع

ماہ و تاریخ	نمبر کانٹہ	نمبر کنکہ	قسم مال	وزن کنکہ معہ سربوش	وزن مال	میزان	وزن کانٹہ پرطال	تفاوت		کیفیت
								بیشی	کمی	

5-3-93

OPIUM FORM No. 60.] BENARES OPIUM AGENCY.

Test scale Register of Sub-division *for season* 189

MONTH AND DATE.	Number of scale.	Number of jar.	Quality of opium	Weight of jar together with cover.	Quantity of opium.	Total.	Gross weight on test scale	DIFFERENCE— Increase.	DIFFERENCE— Decrease.	REMARKS.

OPIUM FORM No. 70.]

BENARES OPIUM AGENCY.

Test Scale Memorandum.

Class of Jar.	Number of Jar.	Number of Scale.	Sub-division.	Weight of contents of Jar.		Excess.	Deficiency.

OPIUM FORM No. 71.]

BENARES OPIUM AGENCY.

Lagar Book.

Number of jar.	Sort.	Weight of jar.	Weight of contents as per register.	Total.	Test weight of jar.	Increase.	Decrease.

Assistant in charge of Scale.

OPIUM FORM NO 71]

BENARES OPIUM AGENCY

Lagar Book.

Date.	Sort.	Weight of jar	Weight of contents as per jar filling register.	Total.	Weight of jar at close of day's work	Increase	Decrease.	Test weight of jar next morning.	Increase.	Decrease.

18-6-92.

OPIUM FORM No. 72]

BENARES OPIUM AGENCY

Report of weighment of opium during season 189 -9 , *from the Sub-Deputy Opium Agency of*

1	2	3	4	5	6	7	8	9	10	11	12	13
NAME OF SUB-DIVISION.	Date of weighment.	DESCRIPTION OR QUALITY OF OPIUM.									Total weighment of opium and pussewah.	REMARKS
		XXX.	XX.	X.	I.	II.	III.	IV.	V and under.	Pussewah.		

BENARES OPIUM AGENCY.

The 189

Sub-Deputy Opium Agent.

[illegible] R. [illegible] Reg No. 2258 I—1,000—2-4

OPIUM FORM No. 72.]

BENARES OPIUM AGENCY.

Report of weighment of opium during season 189 -9 *. from the Sub-Deputy Opium Agency of*

1	2	3	4	5	6	7	8	9	10	11	12
NAME OF SUB-DIVISION.	DESCRIPTION OR QUALITY OF OPIUM									Total weighment of opium and pussewah.	REMARKS.
	XXX.	XX.	X.	I.	II.	III.	IV.	V and under.	Pussewah.		

BENARES OPIUM AGENCY,
The 189 .

Sub-Deputy Opium Agent.

OPIUM FORM No. 73.]

BENARES OPIUM AGENCY.

Comparative Memo. of Opium supplied by the several Lambardars in Season 189 *and* 189 .

Date of weighment.	Name of division.	CULTIVATION.						PRODUCE						AVERAGE PER BIGHA.						Increase.			Decrease.			REMARKS.
		In 189 .			In 189 .			In 189			In 189 .			In 189 .			In 189 .									
		B.	B.	D.	B.	B.	D.	Md	s.	c	Md.	s.	c.	Md.	s.	c.	Md	s.	c.	Md.	s.	c.	Md.	s	c.	

SUB-DEPUTY OPIUM AGENCY,
The 189 .

Sub-Deputy Opium Agent.

OPIUM FORM No 74.]

BENARES OPIUM AGENCY.

Stock Register of jars and pots packed and despatched to Sadar Factory.

Date.		Details.	Good opium and khurchan jars.	Pani amez and pussewah amez jars.	Pussewah jars.	Suspected opium pots.	Burnt opium pots.	Assamiwar opium pots.	Government scraping jars.	Dhoi jars.	Initials of officer in charge.	REMARKS.
April ...	15	Balance										
		Packed and stored ..										
		Total ...										
		Despatched to Sadar Factory.										
		Balance ..										
...	1	Packed and stored ...										
		Total ...										
		Despatched to Sadar Factory.										
		Balance										

OPIUM FORM NO. 75.]

BENARES OPIUM AGENCY.

Good Opium Chalan Register.

Season 189 ... ...
Sub-Division ... ...
Sub-Agency ... ...
Chalan No. ... ...
Number of jars of good opium ... ...
Ditto ditto khurchan ... ...

Total ...

Date of Despatch ... ...
Date of receipt at Sadr Factory ... ...
Weighed by ... ...
Check weighed by ... ...
Muharrir ... ...
Dandidar ... ...

NOTE.—Increase in every instance to be noted, and all decrease over one seer to be entered in the tabular statement below :—

Class.	Number of jars.	Increase.		Decrease.		State here if jars are wet or dry at time of weighment.
		S.	c.	S.	c.	

Class.	Number of jars.	Increase.		Decrease.		State here if jars are wet or dry at time of weighment.
		S.	c.	S.	c	

1	2	3			4			5			6			7			8			9			10	11	12	13			
As per Sub-Deputy's Chalan.											As per Sadr Factory Weighment.												Opium Examiner's Department.						
Number of each jar.	Class of opium.	Weight of empty jar with lid, cloth-cover, wux, twine, &c.			Weight of opium in each jar.			Gross weight of opium and jar, together when complete, columns 3 plus 4.			Gross weight of opium and jar.			Increase in column 6 compared with column 5.			Decrease in column 6 compared with column 5.			Net opium as per Sadr Weighment, column 6 minus column 5.			Consistence by Assay	Penalty to which Opium is adjudged liable.					
																								Fine to which liable for pusswah at kuchas per seer.	Fine to which liable for inferior quality at kuchas per seer.	Quantity liable to confiscation.			
		M.	s.	c.	M.	s.	c	M.	s.	c.	M.	s.	c.	M.	s	c	M.	s	c.	M.	s	c.		Kuchas per seer.	Kuchas per seer.	M.	s.	c.
Carried forward																													

14	15	16	17	18	19	20	21	22	23
HEAD AUDITOR'S DEPARTMENT.									
Amount of deduction to which Opium is liable on account of penalty.			Net quantity, deducting opium, column 9 minus column 13.	Deficit batta as per Assay in column 10.	Excess batta as per Assay in column 10.	Total Damdefa opium contained in each jar, column 17 minus column 18 or plus column 19.	Total value of opium contained in each jar as per column 20 at Rs. 5 per seer.	Value per seer as delivered to the District Officer, column 21 divided by column 4.	REMARKS.
For pussewah as per column 11.	For inferior quality as per column 12.	Total of columns 14, and 15.							
S. C. K.	S. C. K.	M. S. C. K.	M. S. C. K.	M. S. C. K.	M. S. C. K.	M. S. C. K.	Rs. A. P.	Rs. A. P.	

1	2	3	4	5	6	7	8	9	10
	As per Sub-Deputy's Chalan.				As per Sadr Factory Weighment.				
Class of Opium.	Number of jars of each class.	Total weight of empty jars of each class with lids, cloth-cover, wax, twine, &c.	Total weight of opium in jars of each class.	Gross weight of opium and jars of each class, together column 3 plus 4.	Gross weight of opium and jars of each class together.	Increase in column 5 compared with column 5 for each class.	Decrease in column 6 compared with column 5 for each class.	Net opium of each class as per Sadr Outturn, column 6 minus column 3.	Amou Opi of Liable to confisca-tion (see column 13 of weighment sheet).
		M. s. c.	M. s. c.	M. s. c.	M. s. c.	M. s. c.	M. s. c.	M. s. c.	M. s. c.
ABSTRACT. Beshi Bala Dar Awal, XXX									
Bala Dar Awal, XX									
Dar Awal, X									
Awal, I									
Doem, II									
Saem, III									
Chaharum, IV									
Panjum, V									
Shushum, VI									
Haftum, VII									
Total ...									
Khurchan									
Grand Total ...									

I hereby certify that the weighment of the opium of this challan has been conducted strictly in accordance with the rules laid down in the Opium Manual, and that the tare and weight of opium have been correctly entered in their respective columns 3 to 5.

Sub-division
The 189 } *Sub-Dy. Opium Agent.*

I hereby certify that I have observed the beam and weights of each jar's weighment, and to my knowledge state that every jar is of the exact weight inserted in my weighment column 6.

B. O. A., Sadr Factory, } *Weighing Officer at Sadr Factory*

11	12	13	14	15	16	17	18	19	20

HEAD AUDITOR'S DEPARTMENT.

| nt of deduction to which the um is liable on account penalty. | | |

General Abstract.

	Number of jars.	Mds.	s.	c.
Total number of good opium jars				
Ditto Khurchan jars				
Number of jars liable to confiscation				
Ditto ditto to mulct				
Quantity of opium as per Sadr weighment				
Ditto ditto Khurchan as per ditto				
Ditto ditto liable to confiscation				
Ditto ditto liable to fine .. { For pussewah ... / For impurity ...				
Amount of fine, *i.e.*, quantity of opium deducted				
Quantity of opium deducted as deficit batta				
Ditto ditto added as premium				
Ditto of Damdeta opium				
Value of ditto				

Total No. of jars broken ... { Class / No. .....

Average of broken jars calculated by.....

Totals checked and entries compared, cols. 1 to 13, by.....

Damdeta prepared and compared, cols. 14 to 22, by.....

Registered on ..... 189.....by.....

OPIUM FORM No 75(*a*)]

BENARES OPIUM AGENCY.

GOOD OPIUM CHALAN REGISTER.

SUB-DIVISION _____ SEASON _____

رجسٹر چالان مال خالص

سنہ ۱۸۹ ع

سب - ڈویژن

ڈویژن

نمبر چالان

تعداد کونڈہ مال خالص

ایضاً مال کھورچن

جملہ

تاریخ روانگی چالان

تاریخ پہنچنے چالان مقام صدر گودام

۱۴	۱۵	۱۶	۱۷	۱۸	۱۹	۲۰	۲۱	۲۲	۲۳		۲۴
واسطے پسیوا مطابق خانہ ۱۱	واسطے مال ناقص مطابق خانہ ۱۲	جملہ خانہ ۱۴ و ۱۵	باقي مال بعد منہائي جملہ خانہ ۱۳ خانہ ۹ سے	کمي پڈہ مطابق سوختني خانہ ۲۰	بیشي پڈہ مطابق سوختني خانہ ۱۰	جملہ دام دیذا مال في کورڈہ خانہ ۱۷ بعد کمي و بیشي مطابق خانہ ۱۸ و ۱۹	قیمت مال کرنڈوار	شرح قیمت في آنار از روے تقسیم روپیہ مندرجہ خانہ ۲۱ اوپر مال محصل مندرجہ خانہ ۴	Value of opium contained in each Jar.		کیفیت
بموجب دفتر هیڈ اکیڈمر									Rs.	A. P.	
تعداد منہائي مال جرمانہ وغیرہ											

۱	۲	۳	۴	۵	۶	۷	۸	۹	۱۰	۱۱	۱۲	۱۳
بموجب چالان سب - ڈپٹي					بموجب وزن صدر فاکٹري				بموجب دفتر صاحب اوپیم ایکزامینر			
نمبر کونڈہ	قسم مال	وزن کونڈہ صمعہ سرپوش وغیرہ	وزن مال في کونڈہ	جملہ وزن مال صمعہ کونڈہ وغیرہ خانہ ۳ و ۴	جملہ وزن مال صمعہ کونڈہ وغیرہ	بیشي بمقابلہ خانہ ششم و نہم	کمي بمقابلہ خانہ ششم و نہم	باقي مال بعد منہائي خانہ ۳ سے ۶	شرح موخذي	تعداد کچھہ بشرح جرمانہ في آثار		
										قابل مال پیشوا آمیز	بابت مال ناقص	تعداد مال ضبط شدہ

۱۲	۱۳	۱۴	۱۵	۱۶	۱۷	۱۸	۱۹	۲۰	۲۱
بموجب دفتر هیڈ رکیٹر									
مال جرمانه وغیره									
واسطے مال ناقص مطابق خانه ۱۵ چالان رجسٹر	جمله خانه ۱۱ و ۱۲	باقی مال بعد منہائی جمله خانه ۱۰ خانه ۹ سے	کمی بیشی مطابق سوختنی خانه ۱۰ چالان رجسٹر	باقی مال بعد منہائی خانه ۱۵ خانه ۱۴ سے	بیشی یا کمی مطابق سوختنی خانه ۱۰ چالان رجسٹر	جمله مال دام دینا قسم وار خانه ۱۶ اضافه خانه ۱۷	قیمت مال فی قسم	Value of opium of each class.	کیفیت
								Rs. A. P.	

Opium Agent. *Factory Superintendent and Opium Examiner.* *Head Auditor.*

۱	۲	۳	۴	۵	۶	۷	۸	۹	۱۰	۱۱
	بموجب چالان سب - ڈپٹي				بموجب وزن صدر فاکٹري				تعداد صنهائي	
قسم مال	جملهٔ نمبر کرنڈهٔ في قسم	وزن کرنڈهٔ معهٔ سرپوش وغیرهٔ	وزن مال في قسم	جملهٔ وزن مال معهٔ کرنڈهٔ و غیرهٔ خانهٔ ۳ و ۴	جملهٔ وزن مال معهٔ کرنڈهٔ وغیرهٔ في قسم	بیشي بمقابلهٔ خانهٔ ششم و پنجم	کمي بمقابلهٔ خانهٔ ششم و پنجم	باقي مال بعد صنهائي خانهٔ ۳ خانهٔ ۶	تعداد مال ضبط شدهٔ مطابق خانهٔ ۱۳ چالان رجسٹر	واسطے پسپوا مطابق خانهٔ ۱۴ چالان رجسٹر
گڻهواره بیشي بالا در اول										
بالا در اول										
در اول										
اول ...										
دوم ...										
سوم ..										
چهارم ..										
پنجم										
ششم ...										
هفتم ..										
میزان										
کهورچن...										
میزان کل										

Sub-Deputy Opium Agent. *Weighing Officer at Sadr Factory.* *Assistant Opium Examiner.*

دفتر ہیڈ اکاؤنٹر

میزان دیا و مقابلہ کیا خانہ ۱ سے خانہ ۱۶ تک

دام دیتا طیار کیا و مقابلہ کیا خانہ ۱۷ سے خانہ ۲۶ تک

OPIUM FORM No. 76.]

BENARES OPIUM AGENCY.

Inferior Opium Chalan Register.

Season 189 ... ...
Sub-division ... ...
Sub-agency ... ...
Chalán No. ... .
Number of jars of inferior opium ... ...
Date of despatch ... ...
Date of receipt at Sadr Factory... ... ...
Weighed by ... ...
Check weighed by ... ...
Muhurir ... ...
Dandidár ... ...

NOTE.—Increase in every instance to be noted, and all decrease over one seer to be entered in the tabular statement below:—

Class.	Number of jar.	Increase.		Decrease.		State here if jars are wet or dry at time of weighment.
		S.	CH.	S.	CH.	

Class.	Number of jars.	Increase.		Decrease.		State here if jars are wet or dry at time of weighment.
		S.	CH.	S.	CH.	

1	2	3	4	5	6	7	8	9	10	11	12	13
As per Sub-Deputy's Chalan.					As per Sadr Factory Weighment					Opium Examiner's Department.		
Number of each jar.	Class of opium.	Weight of empty jar with lid, cloth-cover, wax, twine, &c.	Weight of opium in each jar.	Gross weight of opium and jar together when complete, columns 3 and 4.	Gross weight of opium and jar.	Increase in column 6 compared with column 5.	Decrease in column 6 compared with column 5.	Net opium as per Sadr weighment, column 6 minus column 3.	Consistence by Assay.	Penalty imposed on opium.		
										Rate of fine imposed for pussewah.	Rate of fine imposed for inferior quality.	Quantity liable to confiscation.
		M. s c.	M s. c.	M s. c	M. s c	M s. c	M. s c.	M. s c.		Kuchas per seer.	Kuchas per seer.	M. s c.
Carried forward												

14	15	16	17	18	19	20	21	22	23
HEAD AUDITOR'S DEPARTMENT.									
Amount of deduction on account of penalty, &c.			Net quantity, column 9 minus column 16.	Deficit batta as per Assay in column 10.	Excess batta as per Assay in column 10	Total damdeta opium contained in each jar, column 17 minus column 18 or plus column 19.	Total value of opium contained in each jar as per column 20 at Rs 5 per seer	Value per seer delivered to the District Officer, column 21 divided by column 4.	REMARKS.
For pussewah as per column 11.	For inferior quality as per column 12.	Total of columns 13, 14, and 15.							
S. C. K	S. C K	M S C. K	M. S C K	M. S C. K	M. S C K.	M S C. K	Rs. A P	Rs A. P.	

1	2	3	4	5	6	7	8	9	10	11
	As per Sub-Deputy's Chalan.				As per Sadr Factory Weighment.					
Class of opium.	Number of jars of each class.	Gross weight of empt. jars of each class with lids, cloth-cover, wax, twine, &c	Weight of opium in jars of each class.	Gross weight of opium and jars of each class, together columns 3 and 4.	Gross weight of opium and jars of each class.	Increase in column 6 compared with column 5 for each class.	Decrease in column 6 compared with column 5 for each class.	Net opium of each class as per Sadr cutturn, column 6 minus column 3.	Amount of deduction: Total quantity liable to confiscation.	Amount of deduction: For pussewah.
		M. S. C.	M. S. C.	M. S. C.	M. S. C.	M. S. C.	M. S. C.	M. S. C.	M. S. C.	S. C. K.
Pâni amez ...										
Pussewah amez										
Total ...										

I hereby certify that the weighment of the opium of this chalan has been calculated strictly in accordance with the rules laid down in the Opium Manual, and that the tare and weight of opium have been correctly entered in their respective columns 3 to 5.

I hereby certify that I have observed the beam and weights of each jar's weighment, and to my knowledge state that every jar is the exact weight inserted in my weighment column 6.

Sub-division } B. O. A., Sadr Factory, } *Weighing Officer at Sadr Factory.*

The 189 . *Sub-Dy Opium Agent.* 189 .

12	13	14	15	16	17	18	19	20

HEAD AUDITOR'S DEPARTMENT.

tion on account penalty. For inferior quality.			Total of columns 10, 11, and 12.			Net quantity, column 9 minus column 13.				Deficit batta as per Assay.			Net quantity, column 14 minus column 15.			Excess batta as per Assay.			Total damdeta opium of each class, column 16 plus column 17.			Total value of opium of each class at Rs. 5 per seer.			REMARKS.
S.	C.	K.	M.	S.	C.	K.	M.	S.	C.	K.	M.	S.	C.	K.	M.	S.	C.	K.	M.	S.	C.	K.	Rs.	A.	P.	

I hereby certify that the result of the examination and assay have been correctly entered by me.

Assistant Opium Examiner.

Date 189 *Head Auditor.* *Factory Superintendent and Opium Examiner.* *Opium Agent.*

General Abstract.

	Number of jars	M.	S	C.
Total number of jars				
Number of jars liable to confiscation				
Ditto mulcted at the Sadr				
Quantity of opium as per Sadr outturn				
Ditto ditto liable to confiscation				
Ditto ditto on which fines were levied { For pussewah / For impurity				
Amount of fine, *i.e.*, quantity of opium deducted				
Quantity of opium deducted as deficit batta				
Ditto ditto added as premium				
Ditto of damdeta opium				
Value of ditto				

Total No. of jars broken { Class .. ..
No. ....

Average of broken jars calculated by..... . ...

Totals checked and entries compared, Cols. 1 to 13, by..... . ...

Damdeta prepared and compared, Cols. 14 to 22, by .....

Registered on..... .....189.....by.....

OPIUM FORM No 76(a)]

BENARES OPIUM AGENCY

INFERIOR OPIUM CHALAN REGISTER.

SUB-DIVISION _____ SEASON _____

رجسٹر چالان مال ناقص

سنہ ۱۸۹ ع

صب - ڈویژن

ڈویژن

نمبر چالان

تعداد گونڈہ مال ناقص

تاریخ روانگی چالان

تاریخ پہنچے چالان مقام صدر گودام

۱۴	۱۵	۱۶	۱۷	۱۸	۱۹	۲۰	۲۱	۲۲	۲۳	۲۴
واسطے پسیوا مطابق خانه ۱۱	واسطے مال ناقص مطابق خانه ۱۲	تعداد صنهائي مال جرمانه وغیره	باقي مال بعد عنهائي جمله خانه ۱۶ خانه ۹ سے	کمي بڈه مطابق سرخنڈي خانه ۱۰	بیشي بڈه مطابق سرخنڈي خانه ۱۰	جمله دام دینا مال في گرنڈه خانه ۱۷ بعد کمي و بیشي مطابق خانه ۱۸ و ۱۹	قیمت مال گرنڈه وار	شرح قیمت في آنار ازروے تقسیم روپیه مندرجه خانه ۲۱ آپر مال متحصل مندرجه خانه ۴	Value of opium contained in each jar.	کیفیت
بموجب دفتر هیڈ اکیٹر										
									Rs. A. P.	

۱	۲	۳	۴	۵	۶	۷	۸	۹	۱۰	۱۱	۱۲	۱۳
نمبر کونڈه				بموجب چالان - سب ڈپٹي	بموجب وزن صدر فاکٹري							بموجب دفتر صاحب اوپیم ایکزامینر
	قسم مال											
	وزن کونڈه معه سرپوش وغیره											
	وزن مال في کونڈه											
	جمله وزن مال معه کونڈه وغیره خانه ۳ و ۴											
	جمله وزن مال معه کونڈه وغیره											
	بیشي بمقابله خانه ششم و پنجم											
	کمي بمقابله خانه ششم و پنجم											
	باقي مال بعد منهائي خانه ۶ خانه ۳ سے											
	شرح سوختني											تعداد کچهه بشرح جرمانه في آثار
										بابت مال پسپوا آمیز		
										بابت مال ناقص		
										تعداد مال ضبط شده		

۲۲	۱۳	۱۴	۱۵	۱۶	۱۷	۱۸	۱۹	۲۰		۲۱
بموجب دفتر هيڈ اڈيٹر										
مال جرمانه وغيره										
واسطے مال ناقص	جمله خانه ۱۰ و ۱۱ و ۱۲	باقي مال بعد منهائي جمله خانه ۱۳ خانه ۹ سے	کمي بڈه مطابق سرخطي	باقي مال بعد منهائي خانه ۱۵ خانه ۱۴ سے	بيشي بڈه مطابق سرخطي	جمله مال دام دينا خانه ۱۶ اضافه خانه ۱۷	قيمت مال في قسم	Total value of opium of each class.		کيفيت
								Rs.	A. P	

Opium Agent. *Factory Superintendent and Opium Examiner.* *Head Auditor.*

۱	۲	۳	۴	۵	۶	۷	۸	۹	۱۰	۱۱
	بموجب چالان سب - ڈپٹي				بموجب وزن صدر فاکٹري					
قسم مال	جملہ نمبر کونڈہ في قسم	وزن کونڈہ معہ سرپوش وغیرہ في قسم	وزن مال في قسم	جملہ وزن مال معہ کونڈہ وغیرہ خانہ ۳ و ۴	جملہ وزن معہ کونڈہ وغیرہ في قسم	بیشي بمقابلہ خانہ ششم و پنجم	کمي بمقابلہ خانہ ششم و پنجم	باقي مال بعد صفائي خانہ ۳ خانہ ۶ ۷ ۸	تعداد صفائي	
									تعداد مال ضبط شدہ	واسطے پسیوا
گوشوارہ										
پاني آمیز	—	—	—	—	—	—	—	—	—	—
پسیوا آمیز	—	—	—	—	—	—	—	—	—	—
	—	—	—	—	—	—	—	—	—	—
جملہ ...	—	—	—	—	—	—	—	—	—	—

Assistant Opium Examiner. *Weighing Officer at the Sadr Factory.* *Sub-Deputy Opium Agent*

دفتر هیڈ اڈیٹر

میزان دیا و مقابلہ کیا خانہ ۱ سے خانہ ۱۳ تک
دام دیقا طیار کیا و مقابلہ کیا خانہ ۱۴ سے خانہ ۲۳ تک

OPIUM FORM No. 77.]

BENARES OPIUM AGENCY.

PUSSEWAH AND KUFFA RAGS CHALAN REGISTER.

Season 189 9

Sub-division

Sub-Agency

Number of chalán

Number of jars challáned ... { (*a*) Pussewah / (*b*) Kuffa rags

Date of despatch of jars

Date of receipt at Sadr Factory

1	2	3	4	5	6	7	8	9	10	11
	As per Sub-Deputy's Chalan.				As per Sadr Factory Weighment.				Opium	
Class of opium.	Number of each jar.	Weight of empty jar with lid, cloth-cover, wax, twine, &c.	Weight of (*a*) pussewah, (*b*) kuffa rags in each jar.	Gross weight of (*a*) pussewah, (*b*) kuffa rags and jar, together when complete.	Gross weight of (*a*) pussewah, (*b*) kuffa rags and jar.	Increase in column 6, compared with column 5, (*a*) pussewah, (*b*) kuffa rags.	Decrease in column 6, compared with column 5, (*a*) pussewah, (*b*) kuffa rags.	Net (*a*) pussewah, (*b*) kuffa rags, column 6 minus column 3.	Fines for impurities (katchas per seer.)	Amount of fines.
		M. S. C.	M. S. C	M. S. C.	M. S. C.	M S. C	M. S. C.	M. S C.	Ks.	M. S. C.
(*a*) Pussewah.										
Total .										
(*b*) Kuffa.									Weight of rags.	*Weight of extract of kuffa for each jar.*
Total .										

I hereby certify that the weighment of the pussewa and kuffa-rags of this chalan has been conducted strictly in accordance with the rules laid down in the Opium Manual, and that the tare and weight of pussewa and kuffa-rags have been correctly entered in their respective columns 3 to 5.

I hereby certify that I have observed the beam and weights of each jar's weighment, and to my knowledge state that every jar is the exact weight inserted in column 6 of this register.

Sub-division , } B. O A., Sadr Factory , }
The 189 . } *Sub-Dy Opium Agent.* 189 . } *Weighing Officer at Sadr Factory.*

12	13	14	15	16	17	18	19	20
EXAMINER'S DEPARTMENT.			HEAD AUDITOR'S DEPARTMENT.					
Confiscations.	Net quantity of pussewah column 9 minus column 11 or 12.	Consistence by assay.	Deficit batta as per assay in column 14.	Excess batta as per assay in column 14.	Damdeta quantity on which payment is to be made, (a) pussewah, (b) kuffa extract, column 13 minus column 15 or plus column 16.	Value of damdeta (a) pussewah and (b) kuffa extract at Rs. 3-8 per seer	Use to which (a) pussewah and (b) kuffa is put at the sadr factory.	REMARKS.
M. S. C.	M. S. C.		M. S. C. K.	M. S. C. K.	M. S. C. K.	Rs. A. P.		

I hereby certify that the results of the examination and assay have been correctly entered by me.

Assistant Opium Examiner.

Head Auditor.

Factory Superintendent and Opium Examiner.

Opium Agent.

Date 189 .

AUDIT OFFICE

Totals checked and entries compared, columns 1 to 14, by..... . .....

Damdeta prepared and compared, columns 15 to 18, by... .....

Registered on... .....189 , by ....

OPIUM F RM No. 77(*a*).]

BENARES OPIUM AGENCY.

PUSSEWAH AND KUFFA RAGS CHALAN REGISTER

SUB-DIVISION _____ SEASON _____

رجسٹر چالان پسیوا و ناریچہ کفہ

سنہ ۱۸۹۰ع

کوٹھي

ایجنسي

نمبر چالان

نمبر چالان کونڈہ { (الف) پسیوا / (ب) کفہ

تاریخ روانگي کونڈہ

تاریخ پہنچے صدر گودام

۱۱	۱۲	۱۳	۱۴	۱۵	۱۶	۱۷	۱۸	۱۹	۲۰	۲۱
بموجب إمتحان اوپيم ايگزامينر				بموجب دفتر هيڈ آفيسر						
تعداد جرعانه	عمل منبط	باقي بسيوا خانه ۹ بعد منهائي رقم خانه ۱۱ بأخانه ۱۲	شرح سرخندي	كمي بڈه بموجب سوخندي خانه ۱۴	بيشي بڈه بموجب سوخندي خانه ۱۴	تعداد دام دينا بسيوا حرف (الف) و كفه حرف (ب) بموجب خانه ۱۳ بعد منهائي خانه ۱۵ خواه شامل كرنے خانه ۱۶ ۷	قيمت دام دينا مال پهنچوا حرف (الف) و كفه حرف (ب)	Value of Damdata (a) Pussewah and (b) Kuffa extract. Rs. A. P	كيفيت پسيوا و كفه نسبت إستعمال صدر گودام	كيفيت
وزن عرق كفه في گرونڈه										

Opium Agent. *Factory Superintendent and Opium Examiner.* *Head Auditor.*

۱	۲	۳	۴	۵	۶	۷	۸	۹	۱۰
	بموجب چالان سب - ڈپٹي				بموجب وزن صدر فاکٹري				
قسم مال	نمبر گونڈه	وزن برتن معه سرپوش و پارچه و سنلي و لاکهه وغيره	وزن پسيوا حرف (الف) و پارچه کفه حرف (ب) في گونڈه	جمله وزن پسيوا حرف (الف) و پارچه کفه حرف (ب) معه گونڈه وغيره	جمله وزن پسيوا حرف (الف) و پارچه کفه حرف (ب) معه گونڈه وغيره	پيشي بمقابله خانه ششم و پنجم و پسيوا حرف (الف) و پارچه کفه حرف (ب)	کمي بمقابله خانه ششم و پنجم پسيوا حرف (الف) و پارچه کفه حرف (ب)	باقي مال پسيوا حرف (الف) و پارچه کفه حرف (ب) بعد منهائي خانه ۳ خانه ۶ سے	جرمانه بابت پسيوا ناقص (شرح کچهه في آثار)
پسيوا حرف (الف)									
ميزان ...									
کفه حرف (ب)									
ميزان ...									
وزن کچرا									

Weighing Officer at Sadr Factory. *Sub-Deputy Opium Agent.*

دفتر ہیڈ اکیئٹر

میزان دیا و مقابلہ کیا خانہ ۱ سے خانہ ۱۴ تک

دام دیتا طیار کیا و مقابلہ کیا خانہ ۱۵ سے خانہ ۱۹ تک

OPIUM FORM No. 78.]

BENARES OPIUM AGENCY.

SUSPECTED OPIUM CHALAN REGISTER.

Season 189

Number of Chálán

Date of Chálán

Sub-Division

Sub-Agency

Total number of pots

Date fixed by despatching officer for the asamis to attend a the Sadr Factory in order to be present at the examination of the opium of this chálán.

Date of receipt at Sadr Factory.

1	2	3	4	5		6	7			8			9		
AS PER SUB-DEPUTY'S CHALAN.															
Chalan number.	Number of each pot.	Name of village and pargana.	License number.	NAME OF LAMBARDAR AND ASAMI.		District officer's reasons for chalaning the opium as suspected.	Weight o pot, lid, cloth, string, wax, &c.			Weight of opium.			Total weight of columns 7 and 8.		
				Lambardar.	Asami.		M.	S.	C.	M.	S.	C.	M.	S.	C.

I hereby certify that the weighment of the opium of this challan has been conducted strictly in accordance with the rules laid down in the Opium Manual, and that the tare and weight of opium have been correctly entered in their respective columns 7 to 9.

SUB-DIVISION ;
The 189 . } *Sub-Deputy Opium Agent.*

10			11			12	13			14		
AS PER SADR FACTORY WEIGHMENT.						OPIUM EXAMINER'S DEPARTMENT.						
Gross weight of pot and opium.			Net weight of opium, column 10, minus column 7.			Nature of adulteration, if any.	Quantity confiscated.			Quantity fit for use, column 11, minus column 13.		
M.	S.	C.	M.	S.	C.		M.	S.	C.	M.	S.	C.

I hereby certify that I have observed the beam and weights of each pot's weighment, and to my knowledge state that every pot is the exact weight inserted in column 10 of this register.

B. O. A., SADR FACTORY,
189 . } *Weighing Officer at Sadr Factory.*

15	16	17	18			19			20			
OPIUM EXAMINER'S DEPARTMENT—*concluded.*												HEAD
PENALTY, IF ANY, IMPOSED ON OPIUM FOUND FIT FOR USE.		Consistence	AMOUNT OF DEDUCTION ON ACCOUNT OF PENALTY.									
For pussewah.	For inferior quality.		For pussewah, as per col. 15.			For inferior quality, as per col. 16.			Total of cols. 18 and 19.			
K. per s.	K. per s.		S.	C.	K.	S.	C.	K.	M.	S.	C.	K.

I hereby certify that the consistence and the results of the examination have been correctly entered by me.

Assistant Opium Examiner.

Date 189

21				22				23				24			25				26			27	28
AUDITOR'S DEPARTMENT.																						Use to which opium is put at the Sadr Factory.	REMARKS.
Net quantity, column 14, minus column 20.				Deficit batta as per consistence in column 17.				Excess batta as per consistence in column 17.				Scraping at 2 kuchas per pot.			Damdeta opium in each pot column 21, minus column 22, or plus columns 23 and 24.				Value of damdeta opium in each pot at Rs. 5 per ser.				
M.	S.	C	K	M.	S	C.	K.	M.	S.	C.	K	S	C.	K	M.	S	C.	K.	Rs	A.	P.		

Head Auditor. *Factory Superintendent and Opium Examiner.* *Opium Agent.*

AUDIT OFFICE.

Totals checked and compared, cols. 1 to 17, by.....

Damdeta prepared and compared, cols. 18 to 26, by.....

Registered on.....by.....

OPIUM FORM No 78(a)]

BENARES OPIUM AGENCY.

SUSPECTED OPIUM CHALAN REGISTER.

SUB-DIVISION _____ SEASON _____

چالان مشتبہہ

سنہ ۱۸۹ ع

نمبر چالان

تاریخ چالان

سب - ڈویژن

سب - ایجنسي

تعداد نمبر برتن

تاریخ حاضري آسامي بمقام صدر گودام بر وقت پرکھہ مال اپنے مجوزہ افسران مفصل

تاریخ پہنچنے صدر گودام

۲۹	۲۸	۲۷	۲۶	۲۵	۲۴	۲۳	۲۲	۲۱	۲۰	۱۹	۱۸	۱۷
		بموجب دفتر هيڈ اڈيٹر										
کیفیت	کیفیت مال نسبت استعمال صدر گودام	Value of Damdata Opium in each pot. Rs. A. P.	قیمت مال دام دینا فی برتن	مال دام دینا فی برتن خانه ۲۱ بعد منہائی خانه ۲۲ و شامل کرنے خانه ۲۳ و ۲۴	کھورچن فی برتن ۲ پائی	بیشی تلہ مطابق سوختنی خانه ۱۷ ؎	کمی تلہ مطابق سوختنی خانه ۱۷ ؎	بافی مال خانه ۱۴ بعد منہائی خانه ۲۰ ؎	جمله خانه ۱۸ و ۱۹	واسطے مال ناقص مطابق خانه ۱۶	واسطے بسیوا مطابق خانه ۱۵	شرح سوختنی
										تعداد منہائی مال جوصادقه		

Opium Agent. *Factory Superintendent and Opium Examiner.* *Head Auditor.*

۱	۲	۳	۴	۵	۶	۷	۸	۹	۱۰	۱۱	۱۲	۱۳	۱۴	۱۵	۱۶
مطابق چالان سب - ڈپٹي									مطابق وزن صدر فاکٹري		بموجب امتحان اوپيم اکزامينر				
نمبر چالان	نمبر بوتن	نام موضع بقيد پرگنه		نام نمبر- دار و آسامي	کيفيت صاحبان غلع نسبت وجهه روانگي چالان مال ششدهه	وزن پرتن معه سرپوش و پارچه و ستلي و لاکهه وغيرهٔ	جمله خانهٔ ۷ و ۸	جمله وزن مال معه پرتن وغيرهٔ	باقي مال بعد صفائي خانه ۷ خانه ۱۰ سے	صبب آميزش وغيرهٔ	تعداد مال ضبطي	باقي مال قابل استعمال بعد صفائي خانه ۱۳ خانه ۱۱ سے	واسطے پسپوا	شرح جرمانه
		نمبر پتهه		آسامي		وزن مال								واسطے مال ناقص	

Weighing Officer at Sadr Factory. *Sub-Deputy Opium Agent.*

دفتر هیڈ اکیٹر

میزان دیا و مقابله کیا خانه ۱ سے خانه ۱۷ تک

دام دیتا طیار کیا و مقابله کیا خانه ۱۸ سے ۲۷ تک

OPIUM FORM No. 79.]

BENARES OPIUM AGENCY.

BURNT OPIUM CHALAN REGISTER.

Season 189 -9

Number of chalan

Date of chalan

Sub-division

Sub-Agency

Total number of pots

Date of receipt at Sadr Factory

1	2	3	4	5		6			7			8		
AS PER SUB-DEPUTY'S CHALAN.														
Chalan number.	Number of each pot.	Name of village and pargana.	License number.	Name of Lambardar and Assami.		Weight of pot, lid, cloth, string, wax, &c.			Weight of opium.			Total weight of columns 6 and 7.		
				Lambardar.	Assami.	M.	S.	C.	M.	S.	C.	M.	S.	C.

I hereby certify that the weighment of the opium of this chalan has been conducted strictly in accordance with the rules laid down in the Opium Manual, and that the tare and weight of opium have been correctly entered in their respective columns 6 to 8.

I further certify that in the case of pots numbered I am satisfied from the evidence adduced that the burning of the opium was accidental.

SUB-DIVISION;

The 189 .

Sub-Deputy Opium Agent.

9			10			11	12			13		
As per Sadr Factory Weighment.						Opium Examiner's Department.						
Gross weight of pot and opium.			Net weight of opium, col 9 minus col. 6.			Nature of adulteration, if any.	Quantity of opium confiscated.			Quantity fit for use, col. 10 minus col. 12.		
M.	s.	c.	M.	s.	c.		M.	s.	c.	M.	s.	c.

I hereby certify that I have observed the beam and weights each pot's weighment, and to my knowledge state that every pot is the exact weight inserted in column 9 of this register.

B. O. A., Sadr Factory,
Ghazipur, 189 . } *Weighing Officer at Sadr Factory.*

14	15	16	17			18			19			
OPIUM EXAMINER'S DEPARTMENT—*concld.*												
Penalty, if any, imposed on opium found fit for use.		Consistence.	Amount of deduction on account of penalty.									
			For pussewah, as per col. 14.			For inferior quality, as per col. 15.			Total of cols. 17 and 18.			
For pussewah.	For inferior quality.		S.	C.	K.	S.	C.	K.	M.	S.	C.	K.
K. pers.	K. pers											

I hereby certify that the consistence and the results of the examination have been correctly entered by me.

Assistant Opium Examiner.

Date 189

20				21				22				23			24				25			26	27
HEAD AUDITOR'S DEPARTMENT.																						Use to which opium is put at the sadr factory.	REMARKS.
Net quantity, column 13 minus column 19.				Deficit batta, as per consistence in column 16.				Excess batta as per consistence in column 16.				Scraping at 2 kachas per pot.			Total damdeta opium in each pot, col. 20 minus col. 21 or plus cols. 22 and 23.				Value to be paid for opium in each pot at Rs. 5 per seer.				
M.	S.	C.	K.	M.	S.	C	K.	M.	S.	C.	K.	S.	C.	K.	M.	S.	C.	K.	Rs.	A.	P.		

Head Auditor. *Factory Superintendent and Opium Examiner.* *Opium Agent.*

AUDIT OFFICE.

Totals checked and entries compared, cols. 1 to 16, by .....

Damdeta prepared and compared, cols. 17 to 25, by .....

Registered on ....by... . ...

OPIUM FORM No. 79(*a*).]

BENARES OPIUM AGENCY.

BURNT OPIUM CHALAN REGISTER.

SUB-DIVISION _____ SEASON _____.

رجسٹر چالان سوختہ

سنہ ۱۸۹ ع

نمبر چالان

تاریخ چالان

سب - ڈویژن

علاقہ ایجنسی

تعداد نمبر برتن

تاریخ پہنچنے صدر گودام

۱۶	۱۷	۱۸	۱۹	۲۰	۲۱	۲۲	۲۳	۲۴	۲۵	۲۶			۲۷	۲۸
				بموجب دفتر هيڈ آڈيٹر										
شرح سوخدني	تعداد صنهائي مال جرمانه			باقي مال خانه ۱۳ بعد صنهائي خانه ۱۹	كمي بيشي مطابق سوخدني خانه ۱۶	بيشي بعد صنهائي سوخدني خانه ۱۶	كهورچن في وزن ۲ پائي	مال دام ديڻا في وزن صفرجه خانه ۲۰ بعد صنهائي خانه ۲۱ و اضافه خانه ۲۲ و ۲۳	قيمت مال دام ديڻا في وزن	Value of Damdata Opium in each pot.			كيفيت مال نسبت استعمال صدر گودام	كيفيت
	واسطے پسيوا مطابق خانه ۱۴	واسطے ناقص مطابق خانه ۱۵	جمله خانه ۱۷ و ۱۸							Rs.	A.	P.		

Opium Agent. *Factory Superintendent and Opium Examiner.* *Head Auditor.*

۱	۲	۳	۴	۵	۶	۷	۸	۹	۱۰	۱۱	۱۲	۱۳	۱۴	۱۵
مطابق چالان سب - ڈپٹی								مطابق وزن صدر فاکٹری		بموجب دفتر صاحب اوپیم ایکزامینر				
نمبر چالان	نمبر لوٹن	نام موضع بقید پرگنہ	نمبر پٹہ	نام نمبردار و آسامی	وزن لوٹن معہ سرپوش و پارچہ و سنگلی و لاٹھہ وغیرہ	وزن مال	جملہ وزن خانہ ۶ و ۷	جملہ وزن مال معہ ارزن وغیرہ	باقی مال بعد صہائی رقم خانہ ۹ سے	عدد آمدنش وغیرہ	تعداد مال ضبطی	تعداد باقی مال قابل استعمال بعد منہائی خانہ ۱۲ سے	واسطے پسند	شرح جرمانہ مال جو کہ لائق استعمال ۷ ہے
			•	نمبردار آسامی	•								واسطے	واسطے مال ناقص

Weighing Officer at Sadr Factory. *Sub-Deputy Opium Agent.*

دفتر هیڈ اڈیٹر

میزان دیا و مقابله کیا خانه ۱ سے خانه ۱۶ تک

دام دیتا طیار کیا و مقابله کیا خانه ۱۷ سے خانه ۲۱ تک

OPIUM FORM No. 80.]

BENARES OPIUM AGENCY.

ASSAMIWAR OPIUM CHÁLAN REGISTER.

[For good opium: where the District Officer and the assami disagree about the class of the opium and the assami desires arbitration by the Opium Examiner.]

Season 189

Number of chálan

Date of chálan

Sub-division

Sub-Agency

Total number of pots

Date fixed by despatching officer for the assamis to attend at the Sadr Factory in order to be present at the examination of the opium of this chálan.

Date of receipt at Sadr Factory

1.	2	3	4	5	6	7	8

AS PER SUB-DEPUTY'S CHALAN.

Chalan number.	Number of pot.	Name of village and pargana.	License number.	Name of Lambardar and Assami.		District officer's reasons for chalaning the opium as assamiwar.	Weight of pot, lid, cloth, string, wax, &c.			Weight of opium.		
				Lambardar.	Assami.		M.	S.	C.	M.	S.	C.

I hereby certify that the weighment of the opium of this chalan has been conducted strictly in accordance with the rules laid down in the Opium Manual, and that the tare and weight of opium have been correctly entered in their respective columns 7 to 9.

SUB-DIVISION :

The 189 .

Sub Deputy Opium Agent.

9			10			11			12			13		
			As per Sadr Factory weighment.						Opium Examiner's Department.					
Total weight of columns 7 and 8.			Gross weight of pot and opium.			Net weight of opium, column 10 minus column 7.			Quantity confiscated.			Quantity fit for use, columns 11 minus column 12.		
M.	s.	c.	M.	s.	c.	M.	s.	c.	M.	s.	c.	M.	s.	c.

I hereby certify that I have observed the beam and weights of each pot's weighment, and to my knowledge state that every pot is the exact weight inserted in column 10 of this register.

B. O. A., Sadr Factory: } *Weighing Officer at Sadr Factory.*

14	15	16	17			18			19			
OPIUM EXAMINE'S DEPARTMENT—*concld.*												
Penalty, if any, imposed on opium found fit for use.		Consistence by assay.	Amount of deduction on account of penalty.									
For Pussewah.	For inferior quality.		For pussewah as per column 14.			For inferior quality as per column 15.			Total of cols. 17 and 18.			
R. per s	R. per s.		S.	C.	R.	S.	C.	R.	M.	s.	C.	R.

I hereby certify that the consistence and the results of the examination have been correctly entered by me.

Assistant Opium Examiner.

Date 189 *Head Auditor.*

20	21	22	23	24	25	26

HEAD AUDITOR'S DEPARTMENT.

Net quantity, column 13 minus column 19.				Deficit, batta as per consistence in column 16.				Excess batta as per consistence in column 16.				Scraping at 2 kachas per pot			Total damdota opium in each pot, column 20 minus column 21 or plus columns 22 and 23.				Value of damdota opium in each pot at Rs. 5per seer.			REMARKS.
M.	S	C.	K.	M.	S.	C.	K.	M.	S.	C.	K.	S	C	K	M	S.	C	K.	Rs	A.	P.	

Factory Superintendent and Opium Examiner. *Opium Agent.*

AUDIT OFFICE.

Totals checked and compared, cols. 1 to 17, by.....

Damdeta prepared and compared, cols. 18 to 26, by .....

Registered on ..... by.....

OPIUM FORM No. 80(*a*).]

BENARES OPIUM AGENCY.

ASSAMIWAR OPIUM CHALAN REGISTER.

SUB-DIVISION _____ SEASON _____

رجسٹر چالان مال وذري آسامي وار

سنہ ۱۸۹ ع

نمبر چالان

تاریخ چالان

سب - ڈویژن

سب - ایجنسي

تعداد نمبر برتن

تاریخ حاضری آسامي بمقام صدر گودام ہنگام پرکھہ مال اپنے محوزہ افسران متصفل

تاریخ لانچنے صدر گودام

۱۴	۱۵	۱۶	۱۷	۱۸	۱۹	۲۰	۲۱	۲۲	۲۳	۲۴	۲۵	۲۶	۲۷
اوپیم ایگزامینر	بموجب دفتر هیڈ آڈیٹر												کیفیت
شوح جرمانه	تعداد صنهائي مال جرمانه										قیمت مال دام دینا فی برتن	Value of Damdeta Opium in each pot.	
واسطے بسیوا	واسطے مال ناقص	شرح سوختني	واسطے بسیوا مطابق خانه ۱۴	واسطے مال ناقص مطابق خانه ۱۵	جمله خانه ۱۷ و ۱۸	باقي مال خانه ۱۳ بعد صنهائي خانه ۱۹	کمي بڈه مطابق سوختني خانه ۶	بیشي بڈه مطابق سوختني خانه ۱۶	کمورچني في برتن ۲ ڈالي	مال دام دینا خانه ۲۰ في برتن بعد صنهائي خانه ۲۱ و شامل کرے خانه ۲۲ و ۲۴		Rs A P.	

Opium Agent. *Factory Superintendent and Opium Examiner.* *Head Auditor.*

۱	۲	۳	۴	۵	۶	۷	۸	۹	۱۰	۱۱	۱۲	۱۳
مطابق چالان سب - ڈپٹي									مطابق وزن صدر فاکٹري		بموجب امتحان	
نمبر چالان	نمبر برتن	نام موضع بقيد پرگنه	نمبر پتّه	نام نمبردار و آساميي / نمبردار	کيفيت صاحبان ضلع نسبت وجهه روانگي مال آساميوار	وزن برتن معه سرپوش و پارچه و سنڈي و لاگهه وغيره	وزن مال	جمله وزن خانه ۷ و ۸	جمله وزن مال معه برتن وغيره	باقي مال خانه ۱۰ بعد منهائي خانه ۷ سے	تعداد مال ضبطي	تعداد باقي مال قابل استعمال مندرجه خانه ۱۱ بعد منهائي خانه ۱۲
				آساميي								

Weighing Officer at Sadr Factory. *Sub-Deputy Opium Agent.*

دفتر ہیڈ اکیڈمی

میزان دیا و مقابلہ کیا خانہ ۱ سے خانہ ۱۶ تک

دام دیتا طیار کیا و مقابلہ کیا خانہ ۱۷ سے خانہ ۲۷ تک

OPIUM FORM No. 81.]

BENARES OPIUM AGENCY.

GOVERNMENT SCRAPINGS AND DHOI CHALAN REGISTER.

For season 189 -9

Sub-division

Sub-Agency

Number of chalán

Number of jars chaláned { (*a*) Opium scrapings. (*b*) Dhoi.

Date of despatch of jars

Date of receipt at Sadr Factory

1	2	3	4	5	7	9	8	9
	As per Sub-Deputy's Chalan.				As per Sadr Factory Weighment.			
Class of opium.	Number of each jar.	Weight of empty jar with lid, cloth-cover, wax, twine, &c.	Weight of (*a*) Government scraping, (*b*) Dhoi in each jar.	Gross weight of (*a*) Government scraping, (*b*) dhoi and jars, together when complete.	Gross weight of (*a*) Government Scraping, (*b*) dhoi, and jar.	Increase in column 6, compared with column 5, (*a*) Government scraping, (*b*) dhoi.	Decrease in column 6, compared with column 5, (*a*) Government scraping, (*b*) dhoi.	Net, (*a*) Government scraping, (*b*) dhoi, column 6, *minus* column 3.
		Mds. s c	Mds. s c	Mds. s c	Mds s c	Mds. s. c.	Mds s c.	Mds. s c.
(*a*) Scraping.								
Total								
(*b*) Dhoi.								
Total								

I hereby certify that the weighment of the Government scrapings and dhoi of this chalan has been conducted strictly in accordance with the rules laid down in the Opium Manual, and that the tare and weight of Government scrapings and dhoi have been correctly entered in their respective columns 3 to 5.

Sub-division, }
The 189 } *Sub-Deputy Opium Agent.*

I hereby certify that I have observed the beam and weights of each jar's weighment, and to my knowledge state that every jar is the exact weighment inserted in column 6 of this Register.

B. O. A., Sadr Factory : }
189 . } *Weighing Officer at Sadar Factory.*

10			11			12	13				14				15				16	17
Opium Examiner's Department.							Head Auditor's Department.													
Result of examination.																				
Confiscated.			Fit for use.			Consistence.	Deficit batta as per assay in column 12.				Excess batta as per assay in column 12.				Total quantity, column 11, *minus* column 13, or *plus* column 14.				Use to which Government Scraping or dhoi is put at the Sadr Factory.	Remarks.
Mds.	s.	c.	Mds.	s.	c		Mds.	s	c	k	Mds.	s.	c	k	Mds.	s	c	k		

I hereby certify that the results of the examination and assay have been correctly entered by me.

Assistant Opium Examiner *Head Auditor.* *Factory Superintendent and Opium Examiner.* *Opium Agent.*

AUDIT OFFICE.

Totals checked and entries compared, columns 1 to 12, by..... .....

Damdata prepared and compared, columns 13 to 15, by..... .....

Registered on ....by..... ....

OPIUM FORM No. 61(a)].

BENARES OPIUM AGENCY.

GOVERNMENT SCRAPINGS AND DHOI CHALAN REGISTER.

SUB-DIVISION _____ SEASON _____.

رجسٹر چالان کھورچن اور دھوئي سرکاري

سنہ ۱۸۹۱ع

کوٹھي

پیچھنسي

نمبر چالان

نمبر کونڈہ چالان { (الف) کھورچن / (ب) دھوئي

تاریخ روانگي کونڈہ

تاریخ پہنچنے صدر گودام

۱۰	۱۱	۱۲	۱۳	۱۴	۱۵	۱۶	۱۷
بموجب دفتر صاحب اوپیم اکزامینر			بموجب دفتر هیڈ اڈیٹر				
نتیجه پرکهه							
مال ضبط شده	مال قبل استعمال	شرح سوختني	کمي بڈه بموجب سوختني خانه ۱۲	بیشي بڈه بموجب سوختني خانه ۱۲	تعداد مال خانه ۱۱ بعد منهائي خانه ۱۳ یا شامل خانه ۱۳	کیفیت مال مصرف کهورجن سرکاري و دهوئي صدر گودام	کیفیت

Opium Agent. *Factory Superintendent and Opium Examiner.* *Head Auditor.*

۱	۲	۳	۴	۵	۶	۷	۸	۹
	بموجب چالان سب - ڈپٹي				بموجب وزن صدر فاکٹري			
قسم مال	نمبر کوندہ	وزن بوٹن مع سرپوش و پارچہ و سٹلي وغیرہ	وزن مال (الف) کھورچن سرکاري و (ب) دھوئي في کولچہ	جملہ وزن مال (الف) کھورچن سرکاري (ب) دھوئي معہ کونڈہ وغیرہ طیار خانہ ۳ و ۴	کھورچن سرکاري (الف) و (ب) دھوئي معہ کونڈہ وغیرہ	بمقابلہ خانہ ۵ بیشي (الف) کھورچن سرکاري و (ب) دھوئي	کھورچن سرکاري و (ب) دھوئي کمي بمقابلہ خانہ ۶ خانہ ۵ سے (الف)	باقي مال (الف) کھورچن سرکاري و (ب) دھوئي خانہ ۳ و (ب) دھوئي خانہ ۶ بعد صفائي ۷
(الف) کھورچن سرکاري								
جملہ ...								
(ب) دھوئي								
جملہ ...								

Weighing Officer at the Sadr Factory. *Sub-Deputy Opium Agent.*

دفتر هیڈ اڈیٹر

میزان دیا و مقابله کیا خانه ۱ سے خانه ۱۳ تک

دام دیقا طیار کیا و مقابله کیا خانه ۱۳ سے خانه ۱۵ تک

Opium Form No. 82.]

BENARES OPIUM AGENCY.

No.

Pass the following jars and pots of opium for despatch to the Sadr Factory :—

	Jars. कुप्पा।	Pots. बरतन।
_____ Chalan No.		
_____ Ditto No.		

Total (in words)

The 189 *Sub-Deputy Opium Agent.*

BENARES OPIUM AGENCY.

No.

Pass the following jars and pots of opium for despatch to the Sadr Factory :—

	Jars. कुप्पा।	Pots. बरतन।
_____ Chalan No.		
_____ Ditto No.		

Total (in words)

The 189 *Sub-Deputy Opium Agent.*

OPIUM FORM No. 83.]

BENARES OPIUM AGENCY.

रसीद मटका व बरतन जिस की तफ्सील नीचे है वास्ते ले जाने सदर गोदाम में हमने पाया ——————————————————

मटका। बरतन।

———————— चालान नम्बर

———————— ऐजन न०

हमला ——————————

दस्तख़त ——————————

" × Darawal —— 73 to 75." 5-3-93.

OPIUM FORM No. 84.]

BENARES OPIUM AGENCY.

No.———

Chalan Sub-division Division

I HEREBY certify that the whole of the opium of this chalan came under my personal inspection and examination, and has been classified by me to the best of my judgment, according to purity and consistence, as enjoined by the Agency rules for the assortment of opium. Further, that the directions contained in the Opium Manual in regard to classifying inferior opium under particular designations have been strictly attended to, and that whatever portion I have considered inferior in quality have been assorted distinctly and separated from that disposed of as good.

The present despatch, consisting of jars and pots, has been classed as follows:—

			Jars.	Pots.
Good opium	× × × Beshi Bala Darawal	79 to 81 ...		
	× × Bala Darawal	76 to 78 ...		
	~~× Darawal~~	~~73 to 75~~ ...		
	1 Awal	70 to 72 ...		
	2 Doom	67 to 69 ...		
	3 Sacum	64 to 66 ...		
	4 Chaharam	61 to 63 ...		
	5 Panjum	58 to 60 ...		
	6 Shasham	55 to 57 ...		
	7 Haptam	52 to 54 ...		
Inferior opium.	1 Pussewah Amez			
	2 Pani Amez			
	3 Khurchan			
	4 Suspected			
	5 Burnt			
		Total ...		

OFFICE OF SUB-DEPUTY OPIUM AGENT
OF———
The ———

Sub-Deputy Opium Agent.

OPIUM FORM No. 85.]

BENARES OPIUM AGENCY.

SUB-DIVISION.

CHALAN No.

Abstract of Chalan Register for all kinds of Opium except suspected.

Class to which jars belong and their serial number.	Class to which jars belong and their serial number.

" burnt and assamiwar." 18-6-92.

OPIUM FORM No. 86.]

BENARES OPIUM AGENCY.

FINAL ADJUSTMENT ACCOUNT OF OPIUM "PATSALTAMAM."

SUB-DIVISION _____ SEASON _____.

بنارس اوپيم ايجنسي

پٹ سال تمام حال

صنه ۱۸۹ ع

کواهي

نمام مال

۱۷	۱۸	۱۹	۲۰	۲۱	۲۲	۲۳	۲۴	۲۵	۲۶	۲۷	۲۸	۲۹
حساب مدر												
صفحائي دادني مطابق خانه ۴۸ رجسٹر وزن مال	باقي يا فاضلي آسامي	فاضل سرکار		باقي زر اپنه	تعداد عيال فاصله مقام وزن گاه سے	باربرداري مال		کميشن مال، فيصد	جمله خانه ۱۸ و ۲۴ و ۲۵	الچوکني	الفاضل	کيفيت
		فاضل سرکار	وصول		شرح باربرداري في من						حساب نتيجه آخر نمبردار بمقابله خانه ۲۱ و ۲۶	
					تعداد باربرداري بابت مال							

پٹ سال

۱	۲	۳	۴	۵	۶	۷	۸	۹	۱۰	۱۱	۱۲	۱۳	۱۴	۱۵	۱۶
از روے حساب مُفصل													از روے		
نام پرگنہ	نمبر لیسنس	نام موضع	نام نمبردار	تعداد آسامی صفحہ نمبردار	تعداد برتن	تعداد اراضی بندوبست		مال					قیمت		
						اراضی بندوبست	اراضی پیمایش	وزن مال	وزن پسیوا	وزن کھورچن	جملہ خانہ ۹ و ۱۰ و ۱۱	برتنہ مال فی بیگھہ بموجب خانہ ۸ و ۱۲	قیمت مال	قیمت پسیوا	جملہ خانہ ۱۴ و ۱۵

OPIUM FORM No. 87.]

BENARES OPIUM AGENCY.

Weekly Report of Chukti and Final Adjustment Account of sub-division *for the week ending*

Total number of Chalans.	Total number received back from Sadr.	Name of Books.	Number of each book.	Number disposed of up to last report.		Number disposed of during week.		Total disposed of.		Balance remaining.		Explanation of delay and Sub-Deputy Agent's remarks.
				Wholly.	Partially.	Wholly.	Partially.	Wholly.	Partially.	Wholly.	Partially.	

Sub-Deputy Opium Agent.

OPIUM FORM No. 88.]

BENARES OPIUM AGENCY.

REGISTER OF OPIUM CHALANS.

SUB-DIVISION _____ SEASON 189 -9

OPIUM FORM No. 88.]

BENARES OPI

Register of Opium Chalans of

1	2	3	4	5	6	7	8	9		
			NUMBER OF JARS AND POTS.							
Date.	Number of challan.	Description of opium.	Good opium.	Jars mulcted. For pussewah	Jars mulcted. For impurity.	Confiscated.	Total.	Gross weight of opium as per challan. M.	s.	c.

10			11			12			13			14			15			16		
Result of Sadr Weighment.																				
Increase.			Decrease.			Confiscation.			Sadr outturn.											
									Good opium.			Opium muleted for pusse-wah.			Opium muleted for impurity.			Total columns 13, 14, and 15.		
M.	s	c.	M.	s	c	M.	s.	c	M.	s	c.	M	s	c	M.	s	c.	M.	s.	c

17			18			19			20			21		
Deductions.														
Penalty.						Deficit batta.			Total of columns 17, 18, and 19.			Net quantity deducting column 20 from column 16.		
For pussewah.			For impurity.											
M.	S.	C.	M.	S.	C.	M.	S.	C.	M.	S.	C.	M.	S.	C.

UM AGENCY.

Sub-division for 189 -9

22			23			24			25			26			27
						DAMDETA.									
Excess batta.			Assamiwar scraping.			Opium.			Pussewah.			Value of opum and pussewah.			REMARKS.
M.	S.	C.	M.	S.	C.	M.	S.	C.	M.	S.	C.	Rs.	A.	P.	

OPIUM FORM No. 88(*a*).]

BENARES OPIUM AGENCY.

REGISTER OF OPIUM CHALANS.

SUB-DIVISION _____ SEASON _____.

بنارس اوپیم ایجنسي

رجسٹر چالان مال

کوٹھي سنه ۱۸۹۱ع

BENARES OPI

کوٹھي

سنه

۱۵	۱۶	۱۷	۱۸	۱۹	۲۰	۲۱	۲۲	۲۳	۲۴	۲۵	۲۶	۲۷
فاکٹري			منهائي									
از روے صدر		جرمانه										
مال ناقص جرمانه شده	جمله مال خانه ۱۳ و ۱۴ و ۱۵	پسيوا	ناقص	کمي بڈه	جمله خانه ۱۷ و ۱۸ و ۱۹	باقي مال بعد منهائي خانه ۲۰ از خانه ۱۶ ے	بيشي نکله	کهورچن آسامي وار	دام دينا مال	دام دينا پسيوا	قيمت مال و پسيوا	کيفيت

UM AGENCY.

رجسٹر چالان مال

۱	۲	۳	۴	۵	۶	۷	۸	۹	۱۰	۱۱	۱۲	۱۳	۱۴
تاریخ	نمبر چالان	قسم مال	نمبر کونڈہ یا برتن مال خالص	نمبر کونڈہ یا برتن جسپر جرمانہ ہوا		نمبر کونڈہ یا برتن					بموجب وزن صدر		
				واسطے پسیوا	واسطے ناقص	نمبر کونڈہ یا برتن ضبط شدہ	جملہ خانہ ۴ و ۵ و ۶ و ۷	وزن مال از روے چالان	بیشی از روے وزن صدر	کمی از روے وزن صدر	مال ضبط از روے برکھہ صدر	مال خالص	وزن مال مال جسپر جرمانہ ہوا واسطے پسیوا

OPIUM FORM No. 89.]

BENARES OPIUM AGENCY.

Weekly Report of the Progress made in Chukti Payments and in Realization of Outstanding Balances in Season 189 -9 *, in the District of* ——————————— *for the week ending* ———————————

1	2	3	4	5	6	7	8	9	10	11	12
Name o Sub-division.	Amount of chukti due to asámis according to the Sudder receipts, as far as they have reached this office.	Total payments up to last report.	Amount paid in the present week.	Grand total of payments.	Chukti balance due to asamis.	Amount of outstanding balance due by asamis according to the Sudder receipts as far as they have reached this office.	Amount realized up to the last report.	Amount realized in the present week.	Total realization from asamis.	Balance still outstanding with asámis.	Explanatory remarks on outstanding balances in column 11.
Total .											

Sub-Deputy Opium Agent.

OPIUM FORM No. 90.

OPIUM FORM NO. 90.]

BENARES OPI

A.

Statement showing the quantities of land cultivated in 189 *and* 189 , *and land and produce in* 189

1	2	3	4	5	6	7	8
DIVISION.	LAND.						
	CULTIVATED IN 189 .			CULTIVATED IN 189 .			Increase, comparing columns 4 and 7.
	Irrigated.	Non-irrigated.	Total.	Irrigated.	Non-irrigated.	Total.	
	B. B. D.	B. B. D	B. B. D.	B. B D.	B. B D.	B. B. D.	B. B. D.

OPIUM AGENCY,

The 189

UM AGENCY.

the Damdeta produce of those seasons, also the increase and decrease in compared with 189

9	10	11	12	13	14	15	16
PRODUCE.							
Decrease, comparing columns 4 and 7.	Damdeta of 189 .	Damdeta of 189 .	Increase.	Decrease.	AVERAGE PRODUCE PER BIGHA. In 189 .	In 189 .	REMARKS.
B. B. D.	Mds. S. C. K	Mds. S. C K	Mds. S. C. K.	Mds. S C. K.	S. C. K.	S. C. K.	

Opium Agent.

OPIUM FORM No. 91.]

BENARES OPI

B.

Statement showing the aggregate advances made for the provision of Opium, Poppy on account of

1	2	3	4	5	6	7	8	9	10	11	12
	OPIUM.						LEAVES.				
DIVISION.	Total amount advanced for the provision of opium.	Value of opium delivered.	Amount refunded by the cultivators.	Total of columns 3 and 4.	Amount due to Government, comparing columns 2 and 5.	Amount due to cultivators, comparing columns 2 and 5.	Total amount advanced for Poppy Flower Leaves.	Value of Poppy Flower Leaves delivered.	Amount refunded by the cultivators.	Total of columns 9 and 10.	Amount due to Government, comparing columns 8 and 11.
	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.

OPIUM AGENCY;

The _____ 189

UM AGENCY.

Flower, Leaves, and Trash, Amount refunded, and the Balance due to and by Government, season 189 -9

13	14	15	16	17	18	19	20	21	22	23	24
	TRASH.						TOTAL DUE TO GOVERNMENT ON ACCOUNT OF OPIUM LEAVES AND TRASH IN COLUMNS 6, 12 AND 18.				
Amount due to cultivators, comparing columns 8 and 11.	Total amount advanced for Trash.	Value of Trash delivered.	Amount refunded by the cultivators.	Total of columns 15 and 16.	Amount due to Government, comparing columns 14 and 17.	Amount due to cultivators, comparing columns 14 and 17.	Opium.	Leaves.	Trash.	Total.	REMARKS.
Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	Rs. A. P.	

Opium Agent.

OPIUM FORM No. 92.]

C.

BENARES OPIUM AGENCY.

Classification statement for season 189

SUB-DIVISION.	XXX.			XX.			X.			I.			II.			III.			IV.			V.			VI and under.		
	Mds.	s.	c.	Mds.	s.	c.	Mds	s.	c.	Mds.	s.	c.	Mds.	s.	c.	Mds.	s.	c.	Mds.	s.	c.	Mds.	s.	c.	Mds.	s.	c.

SUB-DEPUTY OPIUM AGENCY;
The 189

Sub-Deputy Opium Agent.

OPIUM FORM No. 93.]

BENARES OPIUM AGENCY.

STATEMENT D.

1	2			3			4			5			6			7			8			9			10			11
Division.	Quantity of opium sent in by the Sub-Deputy Agents as being, in their opinion, adulterated.			Quantity of kuffa sent in by the Sub-Deputy Agents as being, in their opinion, adulterated.			Quantity of opium confiscated as adulterated.			Quantity of opium on which mulcts or fines were imposed.			Actual quantity of the mulcts or fines.			Quantity of kuffa confiscated or mulcted as adulterated.			Total of columns 4 and 5.			From opium of last column how much had escaped detection by Sub-Deputy Agents, and been paid for full price.			From kuffa of column 7 how much had escaped detection by Sub-Deputy Agents, and been paid for full price.			Remarks.
	M.	S.	C.	M.	S.	C.	M.	S.	C.	M.	S.	C.	M.	S.	C.	M.	S.	C.	M.	S.	C.	M.	S.	C.	M.	S.	C.	

BENARES OPIUM AGENCY;

The 189 .

Sub-Deputy Opium Agent.

OPIUM FORM No. 94.]

BENARES OPIUM AGENCY.

Statement showing the land, produce, average, number of cultivators, &c., for seasons 189 -9 *and* 189 -9

DIVISION.	SEASON 189 -9 .								SEASON 189 -9								Average of seven previous seasons 189 - to 189 . of divisions extant in those years.
	Land engaged for .	Land actually measured.	Failures.	Gross produce.	Damdeta produce.	Average per bigha.	Number of lumberdars.	Number of assamees.	Land engaged for	Land actually measured.	Failures.	Gross produce.	Damdeta produce.	Average per bigha.	Number of lumberdars.	Number of assamis.	

The ——————— DIVISION; 189 .

Sub-Deputy Opium Agent.

OPIUM FORM No. 95.]

BENARES OPIUM AGENCY.

Adjustments of the amount of Advances for *of Sub-division* _____ *under* _____ *for season* 189 .

Months in which advances have been made.	Amount of advances.	Months in which amounts refunded have been credited.	Amount refunded and credited.	REMARKS.

SUB-DEPUTY OPIUM AGENCY;
The _____ 189 . } *Sub-Deputy Opium Agent.*

BENARES OPIUM AGENCY.

Adjustments of the amount of Advances for *of Sub-division* _____ *under* _____ *for season* 189

Months in which advances have been made.	Amount of advances.	Months in which amounts refunded have been credited.	Amount refunded and credited.	REMARKS.

SUB-DEPUTY OPIUM AGENCY;
The _____ 189 } *Sub-Deputy Opium Agent.*

OPIUM FORM No. 96.]

BENARES OPIUM AGENCY.

F.

Statement showing the quantity of lands cultivated, produce of each division, average produce per bigha, sale proceeds at Calcutta, and quantity and value of opium supplied for abkari purposes, for ten years, from 18 *to* 18 *, of the Benares Opium Agency.*

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
SEASON AND DIVISION.	Net quantity of land cultivated after deducting allure.	Damdata produce at 80 tolah weight.	Average produce per bigha.	Net expenditure of each season.	QUANTITY AND VALUE OF OPIUM SUPPLIED FOR ABKARI PURPOSES. Quantity at 80 tolah weight.	Value at Rs 7-4 per seer.	Total number of chests manufactured, including provision and abkari.	Average per chest on net expenditure.	Number of chests sent to Presidency.	Number of chests sold.	Sale proceeds at Calcutta.	Average per chest on sale proceeds.	Rte paid to asamis per seer.	Premium to asamis on consistence above 70°.	REMARKS.
	B. B. D.	M. S. C. K. P.	M. S. C. K	Rs. A. P.	M. S. C. K	Rs. A. P.		Rs. A. P.			Rs A P.	Rs. A. P.	Rs. A. P.	M. S. C.	

BENARES OPIUM AGENCY;
The 189

Opium Agent.

BENARES OPIUM AGENCY.

ABSTRACT.

Statement showing the quantity of land cultivated, produce of each division, average produce per bigha, sale proceeds at Calcutta, and quantity and value of opium supplied for abkari purposes, for ten years, from 18 *to* 18 *, of the Benares Opium Agency.*

1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16
SEASON AND DIVISION.	Net quantity of land cultivated after deducting failure.	Damdeta produce at 80 tolah weight.	Average produce per bigha.	Net expenditure of each season.	QUANTITY AND VALUE OF OPIUM SUPPLIED FOR ABKARI PURPOSES. Quantity at 80 tolah weight.	Value at Rs. 7-4 per seer.	Total number of chests manufactured, including provision and abkari.	Average per chest on net expenditure.	Number of chests sent to Presidency.	Number of chests sold.	Sale proceeds at Calcutta.	Average per chest on sale proceeds	Rate paid to asamis per seer.	Premium to asamis on consistence above 70°.	REMARKS.
	B. B. D.	M. S. C. K. P.	M. S. C. K	Rs. A. P.	M. S. C K	Rs. A. P.		Rs. A. P.			Rs. A. P	Rs. A. P.	Rs. A. P.	Rs. A. P.	

20

BENARES OPIUM AGENCY:
The 189 .

Opium Agent

OPIUM FORM No. 97.]

BENARES OPIUM AGENCY.

मन के पेसर साकिन
परगना नम्बरदार कोठी डिवीज़न
का हूं—चूंके हमने ब खुशी रज़ामन्दि अपने मबलग़ दादनी ब नज़र
फराहमी पत्तल तायदादी बहज़ूर जनाब साहेब सब-डिपुटी
ओपियम एजेण्ट बहादूर ले कर एक़रार करताहूं कि पत्तल मज़कूर अन्दर
लाईसेन्स अपने बमुजिब हिदायत व फरमाइश साहेब बहादूर तैयार करने
जिस जगह हुक्म होगा अन्दर माह दाख़िल करेंगे अगर
पत्तल मज़कूर हसब तायदाद ब फरमाइश दाखिल नकरें या किस्म पत्तल
बमुजिब हिदायत तैयार नकरें तो उस हालत में साहेब सब डिपुटी को
अख़्तियार होगा के अलावे वसूल करने पूरा ज़रे दादनी व लहना के
खुरचन व वामिशुन यावतनि हमारे को भी उसके जुरमाना में ज़ब्त कर सक्ते
हैं और ज़रे दादनी पत्तल जो कि मेरे जिम्मे बाक़ी होगा साहेब बाहादूर को
अख़्तियार है कि उसी शुरतों से जिस शुर्त पर ज़रे दादनी व लहना माल
अफियून की वसूल होती है वसूल करें इस वास्ते येह चन्द कलमा ब-तरीक़
क़बूलियत के लिखदिया कि वक़ पर काम आवे।

	१	नाम खम्बरदार।	
	२	नाम बाप व कौम।	
	३	नाबदार पक्का जिसका ठीका दिया गया।	
	४	ज़रे दादनी।	
	५	तारीख़ दादनी।	
	६	दस्तख़त खम्बरदार।	
	७	दस्तख़त गवाहान।	
	८	अव्वल।	नाबदार पक्का तैयार किया गया।
		दोयम।	
		सेयम।	
		मीज़ान।	
	९	अव्वल।	क़ीमत पक्का।
		दोयम।	
		सेयम।	
		मीज़ान।	
	१०	किस्तवार ज़रे दादनी खाना ४।	
	११	बाक़ी याफ़्तनी खम्बरदार।	
	१२	ज़रे बारबरदारी अगर दिया जाय।	
	१३	मीज़ान खाना ११ व १२ जो वक़्त वज़न के दीया गया।	
	१४	दस्तख़त खम्बरदार।	
	१५	दस्तख़त गवाहान।	
	१६	शेरा।	

OPIUM FORM No. 98.]

BENARES OPIUM AGENCY.

LUMBERDAR'S LEAF ACCOUNT.

Division ——— *Sub-division* ——— *Pargana* ——— *License No.* ——— *Village* ——— *Lumberdar* ———.

डिवीज़न सब-डिवीज़न परगनाँ नम्बर लाइसेन्स गांव लम्बरदार।

Amount and date of advance.	Name of cultivators.	*Mofussil weighment.*				*Value of leaves.*				Net amount payable after deducting amount of advance as per column I.	Balance due to Government by cultivator	Remarks.
		1st Quality.	2nd Quality.	3rd Quality.	Total.	1st Quality.	2nd Quality.	3rd Quality.	Total.			
तारीख़ और नायदाद दादनी।	नाम खसामी।	वज़न मुफ़स्सिल।				क़ीमत पत्तल।				जुमला क़ीमत बाद मिनहाई दादनी खाने १।	फ़ालिल सरकार।	कैफ़ियत।
		अव्वल।	दोयम।	सेयम।	जुमला।	अव्वल।	दोयम।	सेयम।	जुमला।			

OPIUM FORM No. 99.

OPIUM FORM No. 99.]

BENARES OPI

Leaf Weigh

تیل

۱۲	۱۳	۱۴	۱۵	۱۶	۱۷	۱۸	۱۹	۲۰	۲۱
مفصل				از روے حساب صدر					
صہائی دادنی پتلی	باقی چوکنی بعد صہائی خانہ ۱۲ خانہ ۱۱ سے	لہنہ باقی سرکار	بار برداری	جملہ خانہ ۱۳ و ۱۵	قیمت پتلی	صہائی سابق دادنی خانہ ۱۳ و ۱۳	باقی چوکنی	لہنہ سرکار	کیفیت

UM AGENCY.

ment Register.

رجسٹر وزن

۱	۲	۳	۴	۵	۶	۷	۸	۹	۱۰			۱۱
					از روے وزن							
تاریخ وزن	نام پرگنہ	نام موضع	نمبر پتّہ	نام زمیندار	وزن مفصل				قیمت پتل			
					اول	دوم	سوم	جملہ	اول	دوم	سوم	جملہ قیمت

OPIUM FORM No. 100.]

BENARES OPI

Leaf Basket-

۷	۸	۹	۱۰	۱۱	۱۲	۱۳
وزن مفصل		وزن صدر				
وزن بنگل	افیون	قسم	وزن بنگل	جمله	قیمت بنگل	کیفیت

LEAF BASKET TICKET.

OPIUM FORM No. 100½]

SUBDIVISION _____

कोठी _____

No. of नम्बर

Chalan _____

चालान _____

Basket or cylinder _____

खांचि या बोरा _____

Weight of वज़न

Basket or cylinder _____

खांचि या बोरा _____

Leaf _____

पत्तल _____

Basket or cylinder and leaf (gross) _____

खांचि या बोरा वो पत्तल (जुमला) _____

Class _____

किस्म _____

SUBDIVISION _____

कोठी _____

No. of नम्बर

Chalan _____

चालान _____

Basket or cylinder _____

खांचि या बोरा _____

Weight of वज़न

Basket or cylinder _____

खांचि या बोरा _____

Leaf _____

पत्तल _____

Basket or cylinder and leaf (gross) _____

खांचि या बोरा वो पत्तल (जुमला) _____

Class _____

किस्म _____

5-3-93.

UM AGENCY.

Filling Book.

۱	۲	۳	۴	۵	۶
تاریخ وزن	نام پرگنہ	نام موضع	نمبر پتہ	نام نمبردار و آسامی	نمبر کھاتہ

OPIUM FORM No. 101.]

BENARES OPIUM AGENCY.

Invoice of *Chalan of Flower Leaves despatched from the* *Division in Season* 189

Date of despatch.	Name of Sub-division.	QUANTITY.									No. of baskets in chalan.	Total weight of leaves.		
		1st Sort.			2nd Sort.			3rd Sort.						
		Mds.	s.	c.	Mds.	s.	c.	Mds.	s.	c.		Mds.	s.	c.

SUB-DEPUTY OPIUM AGENCY;
*The*_____189 .

Sub-Deputy Opium Agent.

OPIUM FORM No. 102.]

BENARES OPIUM AGENCY.

FLOWER LEAF CHALLAN REGISTER.

To be filled in by Despatching Officer.

- Season
- Division
- Sub-division
- Number of Chalan
- Number of Baskets or Cylinders
- Date of Weighment
- Date of Despatch

To be filled in at Factory.

- Date of Receipt at Factory
- Date of Weighment
- Weighed by Assistant
- Weighed by Mohurir
- Weighed by Weighman
- State here if leaves are wet or dry, and condition in which baskets or cylinders are received.

BENARES OPI

Chalan Register of Poppy Flower

1	2	3			4			5			6			7		
MOFUSSIL WEIGHMENT.											SADR WEIGH					
Number of baskets or cylinders.	Class of leaves in each basket or cylinder.	Weight of basket or cylinder.			Weight of leaves.			Total weight of baskets or cylinders and leaves.			Weight of baskets or cylinders and leaves.			Increase by Sadr weighment.		
		M.	s.	c.	M.	s.	c.	M.	s.	c.	M.	s.	c.	M.	s.	c.
Carried forward																

UM AGENCY.

Leaves, Sub-Division _____

8	9	10	11	12

MENT AND CLASSIFICATION.

Decrease by Sadr weighment.			Net weight of leaves.									Remarks.
			Class I.			Class II.			Class III.			
M.	s.	c	M.	s.	c.	M.	s.	c.	M.	s.	c.	

SUB-DIVISION _____

Abstract of Leaf Chalan No.

	1	2	3			4			5			6			7			8			9			10			11			12			13		
	MUFASSIL WEIGHMENT.											SADR FACTORY WEIGHMENT AND CLASSIFICATION.																							
	Number of baskets or cylinders.	Class.	Weight of basket or cylinder.			Weight of leaves.			Gross weight of leaves and baskets or cylinders.			Gross weight of leaves and baskets or cylinders.			Increase.			Decrease.			CLASSIFICATION OF LEAVES.									Weight of leaves of each class passed for payment.			Value of I class at Rs. 10, II class Rs. 7, III class Rs. 5, per maund.		
																					Class I.			Class II.			Class III.								
		I II III	M.	s.	c.	M.	s.	c	M.	s.	c.	M.	s.	c	M.	s.	c.	M.	s.	c.	M.	s.	c	M.	s.	c.	M.	s.	c.	M.	s.	c	Rs.	A.	P.
Total ...																																			

SUB-DIVISION _____
Date _____

Signature of District Officer.

Checked and found correct by .....
English and Vernacular copies compared by .....
Comparer of English Copy. | Comparer of Vernacular copy.

Clerk. | *Muhurrir.*

Passed for Rs.

Head Auditor.

The entire Chalan Account audited and found correct.

Head Accountant.

The above chalan was weighed by me on the 189 , and I certify that I have observed the beam and weights in the weighment of each basket or cylinder, and to my knowledge state that the weights recorded in columns 6, 7 and 8 are correct.

Signature of Asst. Weighing Chalan.

Asst. in charge of Leaf Dept. Factory.

Factory Superintendent.

Opium Agent.

OPIUM FORM No. 102(*a*).]

افارس اوپيم انجنسي

FLOWER LEAF CHALAN REGISTER. رجسٹر چالان پتل

خانہ پوری بموجب چالان

سال _____ Season _____

ڈویژن _____ Division _____

سب - ڈویژن _____ Sub-division _____

نمبر چالان _____ No. of Chalan _____

نمبر کھانچہ یا بورہ

تاریخ وزن

تاریخ روانگی

خانہ پوری بموجب صفر

تاریخ پہنچنے گودام

تاریخ وزن

وزن معرفت اسسٹنٹ

وزن معرفت صحرر

وزن معرفت ڈنڈیدار

بلارس اوبیم انجنی

رجسٹر چالان پتل سب - ڈویژن

۱	۲	۳	۴	۵	۶	۷	۸	۹	۱۰	۱۱	۱۲
وزن مفصل					وزن صدر قسموار						
نمبر کھانچہ یا بورہ	قسم	وزن کھانچہ یا بورہ	وزن پتل	جملہ وزن پتل معہ کھانچہ یا بورہ	وزن کھانچہ یا بورہ معہ پتل	بیشی بموجب وزن صدر	کمی بموجب وزن صدر	باقی وزن پتل			کیفیت
								اول	دوم	سوم	

سب - گوریزن

گوشوارہ چالان پتل نمبر !

۱	۲	۳	۴	۵	۶	۷	۸	۹	۱۰	۱۱	۱۲	۱۳
وزن مفصل					وزن صدر قسموار							
نمبر کھانچہ یا بورہ	قسم	وزن کھانچہ یا بورہ	وزن پتل	جملہ وزن پتل معہ کھانچہ یا بورہ	جملہ وزن پتل معہ کھانچہ یا بورہ	بیشی	کمی	قسموار پتل اول	قسموار پتل دوم	قسموار پتل سوم	وزن پتل قسموار دام دینا	قیمت قسم اول ۱۰ روپیہ دوم ۷ روپیہ سوم ۵ روپیہ فی من

The above chalán was weighed by me on the 189 , and I certify that I have observed the beam and weights in the weighment of each basket or cylinder, and to my knowledge state that the weights recorded in columns 6, 7 and 8 are correct.

سب - گوریزن
تاریخ
دستخط حاکم
دستخط جانچ کنندہ
دستخط مقابلہ کنندہ انگریزي
دستخط مقابلہ کنندہ فارسي

Signature of Assistant weighing chalán.

Assistant in charge of Leaf Dept. Factory.

Factory Superintendent.

Leaves passed for payment.

	M. s. c.	Rs	Rs. A. P.
I. Class	@	10 p. md.	
II. Class	@	7 ,, ,,	
III. Class	@	5 ,, ,,	
Total ...			

Opium Agent

Head Auditor.

OPIUM FORM No. 102½.]

BENARES OPIUM AGENCY.

SUB-DIVISION _____ SEASON _____.

Daily abstract of Poppy Flower Leaves weighed on the _____.

Date.	License number.	Name of village.	Name of Lumberdar.	I.			II.			III.			TOTAL.		
				MDS.	S.	CH.	MDS.	S.	CH.	MDS.	S.	CH.	MDS.	S.	CH.

OPIUM FORM No. 103.]

BENARES OPIUM AGENCY.

FINAL ADJUSTMENT ACCOUNT OF LEAF
"PATSALTAMAM."

SUB-DIVISION _____ SEASON _____.

بنارس اوپيم ايجنسي

پٹ سال تمام پتل

سنه ۱۸۹ ع کوٹھي

تمام پنل

۱۴	۱۵	۱۶	۱۷	۱۸	۱۹	۲۰	۲۱	۲۲	۲۳	۲۴	۲۵
حساب صدر											
منہائي داني مندرجہ رجسٹر وزن پنل	چوکڈي آسامي بعد منہائي خانہ ۱۴ سے	فاضل سرکار			باربرداري			حساب نتيجہ آخر نمدوار بمقابلہ خانہ ۱۸ و ۲۲			کيفيت
		فاضل وصول		باقي لہذا	تعداد ناغلہ ميل وزنگاہ سے	تعداد شرح باربرداري في من	تعداد باربرداري بدل	کل چوکڈي خانہ ۱۵ و ۲۱	ايچوکڈي	الفاضل	

پٹ سال

۱	۲	۳	۴	۵	۶	۷	۸	۹	۱۰	۱۱	۱۲	۱۳
نام برگنہ	نمبر پٹہ	نام موضع	نام نمبردار	تعداد آسامی جنہوں نے نمبردار مجموعہ پتل داخل کیا	از روے							
					وزن پتل				قیمت پتل			
					اول	دوم	سوم	جملہ	اول	دوم	سوم	جملہ

OPIUM FORM No. 104]

BENARES OPIUM AGENCY.

Chalan of poppy trash No. of season 189 -9

Sub-division

Sub-Agency

Date of despatch

Date of receipt at Sadr Factory

Date of weighment

Name of weighing officer

Name of dandidar or weighman

1	2	3	4		5	6		7		8		9
	As per Sub-Deputy's Chalan.				As per Sadr Factory Weighment.							
Name of koth.	Number of chalan.	Number of bags.	Total weight of trash.		Number of bags.	Total weight of trash.		Deduction to be made on account of foreign matter.		Balance of trash to be paid for column 6 minus column 7.		Remarks.
			Mds.	s.		Mds.	s.	Mds.	s.	Mds.	s.	
Total ...												

Sub-division ; } .
Dated 189 . }

Sub-Deputy Opium Agent.

Memorandum A.					Memorandum B.					
Serial numbers borne by the selected bags.	Weight of trash in each bag.		Weight of foreign matter extracted.			Total weight of trash in the chalan.		Weight of unserviceable trash.		Weight of serviceable trash.	
	Mds.	s.	Mds.	s.		Mds.	s	Mds.	s.	Mds.	s.

Sadr Factory ; } .
The 189 . }

Trash Weighment Officer.

Head Auditor. *Factory Superintendent.*

OPIUM FORM NO. 105.]

BENARES OPIUM AGENCY.

FINAL ADJUSTMENT ACCOUNT OF TRASH
"PATSALTAMAM."

SUB-DIVISION _____ SEASON _____.

بنارس اوپيم ايجنسي

پٹ سال تمام پتي

سنه ۱۸۱۶ع

کوٹھي

پت سال تمام پني

۱	۲	۳	۴	۵	۶	۷	۸	۹	۱۰	۱۱	۱۲	۱۳	۱۴
از روے حساب تحصیل					از روے حساب صدر								
نام برگنه	نمبر پټه	نام موضع	نام نمبردار	تعداد پني صندرهه سنڌه	نمبر رسيد يا چالان	وزن پني داخل سده	قيمت پاي	صنعتي داڻي	باقي چوڪي	فاضل سرڪار			کيفيت
										فاضل	وصول	باقي	

OPIUM FORM No. 106]

BENARES OPIUM AGENCY.

Progress Report of Chalan Annual Accounts

DIVISIONS AND SUB-DIVISIONS	BOOKS RECEIVED UP TO DATE OF LAST REPORT									
	Opium weighment register.	Basket-filling book	Putsaltamam opium	Leaf weighment register	Basket-filling book	Putsaltamam leaf	Putsaltamam trash.	Kabuliat.	Rokar.	Total.

OPIUM FORM NO. 106—*contd.*]

BOOK

DIVISIONS AND SUB-DIVISIONS.	PARTLY.									
	Opium weighment register.	Basket-filling book.	Patsaltamam opium.	Leaf weighment register.	Basket-filling book.	Patsaltamam leaf.	Patsaltamam trash	Kabuliat.	Rokar.	Total.

AUDITED.

WHOLLY.									
Opium weighment register.	Basket-filling book.	Putsaltamam opium	Leaf weighment register.	Basket-filling book.	Putsaltamam leaf.	Putsaltamam trash.	Kabuliat.	Rokar.	Total.

OPIUM FORM No. 108—*concld*.]

DIVISIONS AND SUB-DIVISIONS	BALANCE REMAINING TO BE AUDITED.									
	Opium weighment register.	Basket-filling book.	Patsaltamam opium.	Leaf weighment register.	Basket-filling book.	Patsaltaram leaf.	Patsaltamam trash	Kabuliat.	Rolar.	Total.

BENARES OPIUM AGENCY OFFICE;
——————— 189

PIUM FORM NO. 107.]

BENARES OPIUM AGENCY.

Statement shewing the quantity and value of Damdeta Opium and Passewah of the Sub-divisions under _____ *Division, season* 189 .

Sub-division.	Damdeta opium.				Damdeta Passewah.				Total.				Value of Damdeta opium at Rs. 5.			Value of Damdeta and Passewah at Rs 2-8-0.			Total value of Damdeta opium and Passewah			REMARKS.
	Mds.	S.	C	K.	Mds.	S	C.	K.	Mds	S	C	K	Rs.	A.	P.	Rs.	A.	P.	Rs.	A	P.	
																						I hereby certify that the books and annual papers have duly been checked and examined in detail by my department and have been found correct. The Damdeta opium amounts to maund and value thereof to Rs. *Head Auditor.*

BENARES OPIUM AGENCY,
AUDIT OFFICE;
The _____ 189

Head Auditor. *Opium Agent.*

Statement showing the quantity and value of Damdeta leaves of ——— Sub-division, under *Division for season* 189 .

Sub-Division.	Damdeta leaves, I.			Damdeta leaves, II.			Damdeta leaves, III.			Total.			Value at Rs. 10 per maund.			Value at Rs. 7 per maund.			Value at Rs. 5 per maund.			Total value.			Remarks.
	Rs.	A.	P.	Rs.	A.	P.	Rs.	A.	P.	Rs.	A.	P.	Rs.	A.	P.	Rs.	A.	P.	Rs.	A.	P.	Rs.	A.	P.	I hereby certify that the books and annual papers of the division have been duly checked by my department and found correct. The Damdeta leaves amount to maund and value thereof to Rs. *Head Auditor.*

BENARES OPIUM AGENCY,
AUDIT OFFICE;
The ——— 189 .

Head Auditor. *Opium Agent.*

Memo. of total quantity of Poppy trash and value thereof of ——— *Division,* 189 .9 .

Sub-division.	Quantity of trash.			Value of trash.			Remarks.
	Rs.	A.	P.	Rs.	A.	P.	I hereby certify that the books and annual papers of division have been duly checked and examined in detail by my department and found correct. The quantity of trash of the division amounting to maund and the value thereof to Rs. *Head Auditor.*

BENARES OPIUM AGENCY,
AUDIT OCFFICE;
The ——— 189 .

Head Auditor. *Opium Agent.*

OPIUM FORM No. 108.]

BENARES OPIUM AGENCY.

_____ SUB-DIVISION.

Objection Statement showing the Result of Examination of Opium and Leaf Accounts.

Kothi.	Account under examination.	Item under objection.	Quantity objected to.			Nature of objection.	Remarks by the Head Auditor.	Explanation of the Officer concerned.
			Mds.	s.	c.			

The _____ 189 .}

OPIUM FORM NO. 109.]

BENARES OPIUM AGENCY.

Sadr Adjustment Account of the Opium Provision of Sub-division ———— under ———— Sub-Deputy Agency for season 189 -9

	Mds.	S.	C.	K.	Mds.	S.	C.	K.	Mds.	S.	C.	K.	Rs.	A.	P.
IMPORTATION.															
To Gross weight of opium of 80 tola weight ...															
,, ditto of scraping ditto ...															
,, Excess for superior consistence on maunds ...															
	—	—	—	—											
ABATEMENTS.															
To Batta on inferior consistence opium as per Assay															
,, Penalty for Passewah as per Parakh ...															
,, ditto for inferior consistence as per ditto															
,, Net standard or damdeta opium of 70 per cent. consistence															
At Rs. 5 per seer															
	—	—	—	—											
IMPORTATION.															
To gross weight of Pasewa of 80 tola weight ...															
,, Excess for superior consistence															
	—	—	—	—											
ABATEMENTS.															
To Batta on Passewah as per Parakh															
,, Net standard moiety or damdeta															
,, Passewah at Rs. 3-8-0 per seer															
,, Net standard or damdeta maunds															
,, Value of standard or damdeta opium passed by Agent, rupees...	—	—	—	—											

BENARES OPIUM AGENCY,
AUDIT DEPARTMENT ;
The of 189 .

Head Auditor. *Head Accountant.* *Opium Agent.*

OPIUM FORM NO. 110.]

BENARES OPIUM AGENCY.

Sadr Adjustment Account of Poppy Flower Leaves of Sub-division _____
under _____ *Sub-Deputy Agency for season* 189 -9

Qualities.	Quantity at 80 tola weight as per chalan.			Quantity approved and received in the Sadr Factory at 80 tola weight.			Rate payable at 80 tola weight.	Amount cost of poppy flower leaves passed by Agent.			Fourth sort, or useless leaves rejected for which no price is to be paid.			REMARKS.
	Mds.	s.	c.	Mds.	s.	c.		Rs.	A.	P.	Mds.	s.	c	
1st quality...							At Rs. 10 per maund.							
2nd ditto ...							At Rs. 7 ditto,							
3rd ditto ...							At „ 5 ditto,							

BENARES OPIUM AGENCY,
AUDIT DEPARTMENT ;
The of 189

Head Auditor. *Head Accountant.* *Opium Agent.*

OPIUM FORM NO. 111.]

BENARES OPIUM AGENCY.

Sadr Adjustment Account of Poppy Trash of sub-division _____

Sub-Deputy Agency for season 189 -9 .

Quantity as per chalan.			Quantity approved and received at the Sadr Factory.			Rate payable at 80 tola weight.	Value of poppy trash passed by Agent.			REMARKS.
Mds.	S.	C.	Mds.	S.	C.		Rs.	A.	P.	

BENARES OPIUM AGENCY;

The _____ 189 .

Head Auditor. *Head Accountant.* *Opium Agent.*

OPIUM FORM No. 112.] BENARES OPIUM AGENCY.

Abstract of Receipts and Expenditure for the month of _____ 189

DIVISION.	Sub-division.	Opening cash balance.	Receipts during the month.	Total.	EXPENDITURE—PAYMENTS FOR—							Closing cash balance.
					Opium.	Leaf.	Trash.	Wells.	Cash s refunds.	Other charges.	Total.	

Head Auditor.

OPIUM FORM No. 113.]

BENARES OPIUM AGENCY.

Plus and Minus Memorandum of Outstanding balances for Opium Leaves and Trash for _____ 189

DIVISION.	Sub-division.	Season.	OPIUM.					LEAF.					TRASH.				
			Opening balance.	Payments during the month.	Total.	Recoveries during the month.	Closing balance.	Opening balance.	Payments during the month.	Total.	Recoveries during the month.	Closing balance.	Opening balance.	Payments during the month.	Total.	Recoveries during the month.	Closing balance.

_____

The _____ 189 .}

Head Auditor.

OPIUM FORM No. 114.]

BENARES OPIUM AGENCY.

Weekly statement showing the result of Opium weighments of the Benares Opium Agency for the week ending 189 .

1	2			3			4			5			6			7			8			9
DIVISIONS.	Estimated quantity of opium as per last cultivation report.			Quantity of opium weighed during the week.			Quantity of opium weighed up to date.			Estimated quantity of opium remaining to be weighed.			Total quantity of opium as per columns 4 and 5.			Increase as compared with columns 2 and 6.			Decrease as compared with columns 2 and 6.			REMARKS.
	Mds.	S.	CH.	Mds.	S.	CH.	Mds.	S.	CH.	Mds.	S.	CH.	Mds.	S.	CH.	Mds.	S.	CH.	Mds.	S.	CH.	
Total																						Net increase or decrease.

BENARES OPIUM AGENCY, GHAZIPUR,
The *189*

Opium Agent.

7-8-97.

APPENDIX D.

ADULTERATIONS OF OPIUM AND THEIR DETECTION.

BEFORE dealing with the impurities of opium and the tests employed for detecting them, it will be necessary here to describe concisely the characteristics of pure opium and pasewa.

Pure opium.

Opium is a plastic, viscid, more or less solid mass of a brownish colour, varying in shade from fawn to dark mahogany. It adheres to the fingers, and draws out to a moderate extent, breaking with a short ragged fracture. When rubbed into a thin film between two slips of glass or on a white plate, the colour is a chestnut brown of more or less intensity. Its texture appears granular unless it has been over manipulated or contains in its composition an excess of pasewa. When rubbed down on an even surface it presents a perfectly smooth and homogeneous appearance. The aroma of opium is peculiar and characteristic. In well prepared fresh drug the aroma is decidedly fruity, but it varies with age, and even with the soil and climate in which it is grown.

Its taste is bitter. When manipulated under water, the drug adheres moderately to the fingers at first, curdy flakes soon subside, leaving the supernatant liquor of a brownish yellow colour varying in shade in proportion to the amount of opium in a given quantity of water.

Tests for opium.

If to a portion of this clear fluid a few drops of a solution of diacetate of lead be added, a dirty grey precipitate nearly equal in bulk to the amount of fluid is produced consisting of resin, colouring matter and meconate of lead.

Ammonia throws down a similar and almost equally abundant precipitate, composed of resin and the alkaloids, which on exposure to the air speedily assumes a black colour. If a few drops of strong sulphuric acid are added, the whole will immediately redissolve; if the precipitate be filtered off, and dissolved in a small portion of dilute sulphuric acid the solution becomes a beautiful transparent ruby red colour.

Tincture of iodine causes a brick red precipitate which redissolves after a time; this is formed of compounds of iodine with narcotine and codeia. Ferric chloride strikes a deep cherry red colour forming a soluble meconate of iron.

Pure opium under the microscope.

A small portion thinly spread on a glass slip and examined by transmitted light with a magnifying power of 200 diameters should present a homogeneous appearance interrupted only by the presence of prismatic crystals.

Abnormal appearance of pure opium.

A frequently recurring case, wherein good opium presents an abnormal appearance, is that of opium through which light coloured roundish particles resembling fig seeds are scattered. It a small portion of this seed-like matter be picked out, pressed between two slips of glass and examined by transmitted light, it will appear as a flattened creamy opalescent mass surrounded by any opium which may have been taken up with it; if it be now placed under a magnifying power of 200 diameters, the creamy mass will be seen to be made up of a multitude of needle-like crystals. These seed-like bodies have all the appearance of an adulteration, but if they present the above physical characteristics and strike a deep cherry red colour with chloride of iron, the opium may, so far as they are concerned, be taken as pure.

Pasewa.

Pasewa is a black looking shining viscid liquid, resembling tar, of strong opiate smell and acrid taste. It is formed under peculiar atmospheric conditions and is collected in combination with opium, from which it can be separated by carefully manipulating and draining the drug; in fact the slight fermentative process which opium undergoes after collection, of itself assists in this separation by the pasewa being forced into thin streams and pools about the vessels in which it is stored. All that is needed is to direct and attract these streams of pasewa away from the opium. It happens either from ignorance of the mode of treating the raw drug or from carelessness or design, that the pasewa is frequently left with the opium,

and in the process of preparing the drug for weighments, the opium and the pasewa are intimately mixed together. Opium so treated loses in value from a departmental standard, that containing much pasewa is generally dirty (from the adhesive qualities of the pasewa, dust and impurities adhere to its surface, and get mixed up in it), and the pasewa serves besides as a very convenient cover for adulterations.

Deteriorated and adulterated opium.

Opium that falls short of the standard of purity required by the Department may be conveniently classified as deteriorated opium and adulterated opium.

Deteriorated opium requires experience, but no chemical tests for its detection.

It is of four kinds:—

(*i*) Opium with an abnormal admixture of pasewa.
(*ii*) Opium mixed with water.
(*iii*) Opium deprived of some of its valuable constituents by washing.
(*iv*) Opium mixed with the washings of vessels used for its storage.

Opium with an abnormal admixture of pasewa is known as "pasewa amez."

Deterioration by admixture with pasewa.

As a matter of fact a large percentage of the opium of both Agencies, and particularly of the Benares Agency, contains a certain small proportion of pasewa, which it has not been found possible to separate. And as it is not possible by any mechanical means to gauge the percentage of pasewa present in any given sample of the drug, no hard-and-fast rule can be laid down for the classifying of "pasewa amez," which is left therefore to the experience and discrimination of the classifying officer. As a rule, opium which has its grain intact, and retains its characteristic colour ranging from a chestnut to a dark mahogany (other conditions of purity being favourable), may safely be accepted as good, even though it show streaks or small pools of pasewa on the edges or in the centre of the mass; on the other hand, when by intimate mixing the granular texture of the drug has been destroyed, its dull wax-like appearance changed to one more or less smooth and shining, where it has become glutinous, and its colour appears more or less black, then there exist all the appearances of a large percentage of pasewa, and the drug is considered to have deteriorated from the departmental standard.

Deterioration by admixture with water.

Opium is sometimes found with an admixture of water. This may be intentional with a view to increase weight, or it may be due to accident or ignorance at the time of collection under heavy dew or rain. The effect of adding water to opium frequently, or to any great extent, is the destruction of its natural colour and grain giving it a pasty glutinous appearance, and after some time a peculiar dark colour and acescent flavour; when large quantities in this state are kept shut up in close vessels, fermentation generally ensues and the drug undergoes material change for the worse, seldom yielding the full proportion of narcotic principle which it should possess.

Deterioration by washing.

Opium is sometimes to a small extent accidentally deteriorated by washing when rain falls during the collection of the drug. More often, however, it is washed with the intention of obtaining a partial solution of the valuable alkaloids and other soluble matters, which by subsequent drying forms a valuable extract possessing powerful narcotic properties, while the residue is inspissated to the usual degree of consistence and delivered as genuine. Such opium will be found to consist mostly of resin and caoutchouc; it will not easily rub down on a plate, and in bad cases will not rub down at all; it will resemble soft india-rubber when pulled out, the natural colour of the opium will be partly destroyed, and the aroma will be foreign and acescent. When opium is suspected of having been tampered with in this manner, a small portion may be carefully squeezed in cold water between the fingers, when it will be seen to impart a very trifling colour to the water, and the marc will be seen to consist of a tough insoluble mass made up mostly of caoutchouc and resin.

This is a common cause of deterioration, and is due largely to ignorance.

Deterioration by incorporation of evaporated washings.

In order to avoid losing even the smallest part of his produce, an ignorant cultivator will wash the plates that he has used for preparing the drug before delivery to Government. These washings, which contain a large percentage of dust and the scrapings of the earthenware pot, are evaporated, and then intimately mixed with the opium. Such a deterioration is easily detected as the washings will not amalgamate with the drug, and can be seen in small dark lumps or grains scattered about the parcel. These have only to be picked out and examined between two glass slips or rubbed on a white plate to disclose their true character.

Adulterated opium.

Adulterated, as distinguished from deteriorated, opium, is opium with which has been amalgamated a foreign substance. Such opium is generally distinguishable by its departure from some of the known characteristics of pure opium with regard to fracture, grain, ductility, smell or taste In most cases an impurity is apparent by its own peculiar characteristics, but often it is necessary to ascertain the exact nature of the adulterant by chemical tests.

Adulterations ascertained by chemical tests and not by analysis.

Before proceeding further, it is necessary to explain that the examination of impure opium for departmental purposes must be conducted by a series of tests calculated to reveal directly the presence of specific foreign substances, and not by a chemical analysis. A chemical analysis is an expensive process, requiring great care and nicety for its correct performance and demands some days for its completion; moreover chemical analysis reveals adulterations indirectly, as a specimen which on chemical analysis appears to be adulterated only to an inconsiderable extent, may yet contain substances of such a nature as to render it wholly unfit for departmental use.

The common adulterations of opium.

The substances usually employed for adulterating opium are:—

(*a*) Those of a soluble nature which are found to be in such intimate admixture that they can, as a rule, only be chemically separated. Under this head there are:—

(*i*) Vegetable matter containing gum and mucilage.
(*ii*) Vegetable astringent extracts such as catechu, &c.
(*iii*) The juice of the several "milk" yielding trees.
(*iv*) Saccharine matter such as treacle, raw sugar, &c.
(*v*) Other foreign vegetable extracts.

(*b*) Those of an insoluble character which are for the most part separable by physical analysis, though a chemical test is mainly relied on in the case of the first-named. Under this division come:—

(*i*) Farinaceous substances such as flour, soojee, suttoo and the like; as well as the ground up pulp of the potato, yam, &c.
(*ii*) Poppy seeds and petals and other green vegetable substances and pounded tobacco leaf.
(*iii*) Vegetable oils and ghee.
(*iv*) Charcoal, soot, earthy matter, brick dust, sajji-matti, and other such insoluble substances.

Method of examining opium.

The following method is the one employed for examining a sample of opium suspected to be impure. About an ounce* of the suspected drug should be taken and placed in a copper saucepan and to this about three fluid ounces (by measure) of distilled, condensed or rain water should be added; the saucepan should then be placed on a charcoal fire, and the contents stirred constantly with a glass rod until the whole of the drug has been thoroughly broken up, and until the mixture boils. After ebullition has continued for three or four minutes, the

* Half this quantity would be found sufficient in the districts where an elaborate examination not generally considered necessary.

saucepan should be removed, and the contents at once slowly poured into a filter paper, placed in a funnel leading into a glass beaker.

Attention should now be directed to—

(*a*) any residue that may be left in the saucepan;
(*b*) the rate of filtration of the decoction;
(*c*) the colour of the filtrate;
(*d*) the chemical reaction of the filtrate;
(*e*) the residue left on the filter paper.

Information derivable from residue in saucepan.

If the specimen contains any insoluble impurities of greater specific gravity than opium, such as sand, heavy mud, chips of pots, &c., these will be left as a residue in the saucepan. When very fine and light mud has been employed, a portion of it only may remain behind, and the remainder will run off along with the rest of the contents of the saucepan.

Information derivable from the rate of filtration.

The rapidity with which the fluid portion runs through the filter will afford characters by which we can recognize certain adulterations. If the opium be good and well prepared, and the filter be of ordinary thickness, the fluid will run through rapidly and completely; if it contain much pasewa, it will not filter so rapidly, especially the last portion of fluid. If the opium contain much gum, filtration will likewise be slow, and if it contain farinaceous matter, it will be still slower; in fact, if it contain flour, soojee or ground gram (all frequent articles of adulteration) in any considerable quantity, not a drop of fluid will pass through the filter, and the whole will form a tremulous paste on the filter, from which no fluid will separate. The admixture of, about one-seventh of its weight of flour with opium will render filtration impossible.

Information derivable from the colour of the filtrate.

When good opium is treated in the manner described above, the filtrate should be of the deepest mahogany brown colour; in fact, precisely similar to an ordinary infusion of coffee. If the drug contain much pasewa, this will impart a deeper shade to the solution; and if, on the other hand, the opium be the produce of high land which has been recently brought under poppy cultivation, the solution will be several shades lighter, corresponding with the lighter colour of such drug. Deviation from the above colour will denote adulterations. A filtrate of a brick red colour may lead to the detection of a substance containing tannin by the help of the proper test, or again a rose coloured filtrate may be due to the presence of some vegetable colouring matter the precise nature of which it will be difficult to ascertain by chemical tests.

Information derivable from the chemical reaction of the filtrate.

The examination of the filtrate should next be proceeded with by the various tests.

Starch.

The starch test should be first applied in the following manner:—

Pour a few drops of the filtrate on a white earthen-ware plate, and spread it out with the finger or a glass rod into a thin film, then take up with a pipette some of the iodine* solution from the expense bottle, and allow 2 or 3 drops to

* The iodine test solution used is that known in the Department as "Sheppard's solution." It is prepared by dissolving 5 grains of potassic iodide in about 4 fluid ounces of distilled water and then adding to it about one grain of the iodine. This solution will have the colour of pale sherry and will possess the advantage over an ordinary solution of iodine and water in not readily parting with its iodine when the weather becomes warm. When, however, the bottle containing the solution is subjected to extreme heat by being taken into the sun, as it frequently happens in district parakhing, the iodine, even in this solution, will volatilize and the solution become gradually colourless. To guard against this, district officers should always keep a stock bottle and an expense bottle, the latter being replenished every second or third day from the stock bottle.

It should be pointed out here that it is not the potassic iodide but the iodine in the solution which gives the characteristic reaction with starch, the potassic iodide being present merely to give stability to the iodine in the solution. If, however, the solution has by careless exposure to the sun parted with its iodine and become colourless and a fresh supply is not obtainable, it can still be used, provided always dilute nitric acid be used with it, as explained in the text, so as to break up chemically the iodide of potassium in the solution and thus to set free the iodine contained in it.

fall from the pipette on the filtrate spread out on the plate. The proper reaction from good opium will be an orange coloured precipitate.

If the reagent produces a blue or a green colour, it indicates that some substance containing starch is present; when the colour is green it indicates a feeble adulteration; when it is blue a stronger one. If the test gives a faint purple or greenish tinge round the edge, where the iodine solution has dropped, or if the reaction, though not green or blue, is somewhat suspicious in appearance, and it is necessary that the presence or absence of starch should be placed beyond a doubt, then drop with another pipette 2 or 3 drops of dilute nitric acid on the solution on the plate. The nitric acid will have the effect of breaking up the iodide of potassum contained in the reagent used, and if there is any starch in the filtrate under examination, the liberated iodine will at once combine with it, forming an iodate of starch, and placing its presence beyond a doubt by the blue or green colour produced. This is a very delicate test and will reveal the presence of small quantities of starch where free iodine alone in solution has failed to reveal it.

This test embraces a very wide range of adulterating substances, namely, all articles containing starch and including flour, soojee, sago, arrowroot, rice, potatoes, yam, gram and a great variety of seeds and roots. If the specimen chance to be very largely adulterated with starchy matter, and no fluid will pass through the filter, the test described above should be applied to a small portion of the pasty matter in the filter taken out with the end of a glass rod.

It may happen in rare instances that with every indication of the presence of starchy matter, by the refusal of the decoction to filter and the proved absence of gum, the iodine test will not give the characteristic reaction. In such cases it must be presumed that the starch has been subjected to the long continued action of heat and has been altered to dextrine and sugar, in which condition the iodine test would fail. In such cases the microscope should be used, and it will be found to reveal the existence of starch cells in the specimen under examination.

Gum. If gum be suspected in a parcel of opium, take a test tube and fill it half full of rectified spirits of wine, then drop into it a few drops of the filtrate under examination. If gum be present there will be a more or less copious white flakey or lumpy precipitate which will gradually subside into a white mass at the bottom of the tube. This test requires to be used with considerable precaution, and to avoid arriving at false conclusions the decoction should not be boiled longer than has been recommended above, as opium contains naturally a portion of gum which can only be separated by spirits of wine by boiling down the decoction to a small bulk. In certain cases, however, moderate precipitates of gum are occasioned when adulteration certainly does not exist, owing to the proportions of the several constituents of opium in different samples varying according to peculiarities of soil, season, &c. This slight reaction is also common when a large quantity of paswa is present in the drug though it has also been noticed in the light coloured variety. Should such slight precipitate appear, it is not to be assumed at once that gummy or mucilaginous adulteration is present. Gum cannot be incorporated with opium without prolonged trituration, in which case the grain and texture of the drug are entirely lost, and the opium draws out like stiff mucilage. If therefore the texture be unbroken and the other physical characteristics of the drug be good, a slight precipitate on the addition of the filtrate to alcohol may be disregarded.

This test will reveal the presence of a large number of adulterants such as:—

Gum arabic from the mimosa arabica.

Gum resin or "lassa" from the Ficus indica, Ficus religiosa, Ficus racemosa and the Ficus venosa; the pulp of the bael fruit (Aegle marmelos), tamarind pulp (Tamarindus indica); and various other substances such as linseed, babool gum, the juice of the prickly pear &c.

Adulterants containing Tannin.

If the sample of opium under examination is suspected of being adulterated with any substances containing tannic acid, the test usually applied is a solution of isinglass. Fill a glass test tube half full of the solution, freshly prepared, and allow a few drops of the filtered decoction of opium to fall into it. If tannic acid is present a pinkish grey precipitate will make its appearance. This test can be confirmed by treating a few drops of the opium filtrate with a solution of the sulphate of iron on a white plate. The action of the sulphate on the tannic acid will cause a black colour which will be persistent. If the filtrate from good opium be treated with the same solution of iron, only a temporary blackness will be produced, passing through shades of brown to red, caused by the formation of meconate of iron. The substances that would be revealed by this test are catechu (Acacia catechu); gab fruit (Embryopteris glutinifera); the betel-nut (Areca catechu); and the various extracts from gal nuts, the pomegranate, &c.

Raw cane sugar and treacle.

These may be mixed with opium in considerable quantities without materially altering its appearance; in fact, with the effect of improving its colour when this is dark from admixture of pasewa. The practised examiner, however, will soon detect the presence of these substances by their smell and their peculiar adhesiveness to the fingers. When they are suspected, a safe test to be applied is the copper test (Fehling's solution* is the form used at the factory).

To use it in testing for cane sugar and its derivatives in opium, add to a small quantity, say two teaspoonsful of the filtered decoction of opium in a test tube, 2 or 3 drops of dilute sulphuric acid, and boil for a few minutes; then add excess of potassic hydrate and then the copper solution. If sugar be present there will be a yellow, orange or red precipitate of cuprous oxide.

A simple method of ascertaining the presence of saccharine adulteration is to dry a portion of the suspected opium upon a plate placed upon a little sand over the top of an iron stove. As the desiccation of the specimen proceeds the smell emitted by heated sugar will be observable, and the residue instead of presenting the usual appearance of a yellowish brown powder will remain dark and sticky, and at last will fry into hard bake.

Information derivable from the marc.

Having completed the above tests of the filtrate under examination, attention should next be turned to the marc upon the filter which will contain any impurities not soluble in water which may chance to be in the drug; and for the purposes of examination the contents of the filter should be emptied out on a white plate. In pure and well-prepared opium the marc, which is made up of the caoutchouc and resinous constituents of the drug, forms a bulky soft marc of granular texture; when much pasewa is present, the marc will be diminished in bulk, and it will also lose to a certain extent its loose granular character, and will become more compact and viscid. The colour of fresh marc under ordinary circumstances is a dull yellow. In the case of opium from new and high land, the colour is a bright gamboge yellow, and in drug of an opposite character, and containing much pasewa the colour is a dark brownish yellow inclining to brown.

In cases of deterioration or adulteration, the colour of the marc may vary from the above through all the different shades of brown to black. If the specimen contain much farinaceous matter, the granular character of the marc will be lost; its bulk will be much increased, and it will form a homogeneous mass of precisely the same character and texture as paste made from flour. This character of the marc joined to imperfect or totally suspended filtration, and the blue reaction with the iodine solution will form an accumulation of evidence rendering the detection of farinaceous adulteration easy and certain above almost every other.

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* Dissolve 34·64 grams pure crystallized cupric sulphate, dried between filter papers, in about 200 c. c. distilled water. Dissolve 173 grams crystallized sodic potassic tartrate in 480 c. c. of solution of sodic hydrate of sp. gr. 1·14.

Add the former solution to the latter and make up to 1,000 c. c. The solution must be kept in a well-stoppered bottle and in the dark.

Normal character of marc and water.

The next step is to add cold water gradually to the marc, and to break it up completely by means of a spatula, examining it carefully at the same time either by the naked eye, or still better by the aid of a common pocket lens.

In pure and well-prepared opium, the marc should diffuse completely and equally through the fluid in the form of light curdy flakes; and when the mixture is decanted quickly, after being briskly stirred, the whole should run off without leaving any sediment in the plate. If the drug contain much pasewa, this flakey or curdy appearance of the marc will be diminished, and the flakes will be small and dark-coloured. When water is first added to the marc under these circumstances, it may have the appearance of containing mud, but as the mixture is stirred, the whole marc will become equally diffused and suspended in the fluid in small curdy flakes, and on decanting the mixture briskly, no sediment will remain.

Abnormal character of marc and water.

If any powdery sediment be observed in the above manipulation, it would probably denote adulteration. Sometimes the marc appears extremely bulky, and is filled with air bubbles, causing it to float in masses on the surface of the water. This results from fermentation either caused by the crude juice having been confined in close vessels without inspissation or by water having been mixed with it.

Impurities revealed by a mixture of marc and water.

By the careful examination of this mixture of marc and water, a very large class of adulterating substances will be revealed. When poppy petals or tobacco leaves have been pounded up with the drug, portions which have escaped destruction will be found floating in the liquid; fragments of poppy capsules, of stems of leaves, and of flowers of plants, seeds of various descriptions, fragments of charcoal, soot, mud earth, brick dust, and all other insoluble impurities will be readily revealed, the lighter ones being observed floating in the water, as it is poured off along with the diffused marc, the more ponderous ones remaining in the plate as a sediment after decantation. If the specimen under examination contain oil of any description or ghee, these substances will be observed floating on the surface of the liquid in which the marc has been diffused, with small particles of this latter entangled with them.

Impurities distinguished by their own special characteristics.

There are certain adulterations which, from their peculiarly pungent and penetrating smell, reveal their presence on the most cursory examination. The peculiarly offensive odour of opium adulterated with impure carbonate of soda (sajji matte) is unmistakeable. Tobacco, which is not an unfrequent article of adulteration, can generally be detected by its powerful smell alone. The smell of ghee and of most of the Indian oils is so powerful, that it is usually sufficient of itself to reveal the presence of those substances. Confirmatory evidence, however, in such cases should be obtained by drying a small portion of the specimen on a plate in the manner followed in assaying opium. If either ghee or oil be present, the residue instead of appearing as a dry powder of a yellowish brown colour, will be oily or greasy and more or less black, and it will not be possible to dry it to the state of powder.

Impurities which cannot be revealed by chemical tests.

There is an extensive class of adulterants composed of extracts and the inspissated juice of various plants such as the prickly pear (Opuntia vulgaris); the datura (Datura ferox); the hemp (Cannabis indica); the madow (Calatropis gigantea); the tobacco (Nicotiana tabacum), which will not be detected by the ordinary chemical tests. Most of these substances, when they do not reveal themselves by their odour, so effectually destroy the characteristic appearance of opium when thoroughly incorporated with it that to an experienced examiner their presence will be self-evident. In dealing therefore with opium delivered by cultivator, the most careful scrutiny of the texture, colour and aroma of the parcel under examination is imperatively called for, as a safeguard against fraudulent deliveries of adulterated drug.

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